



February 17th, 2020

Notice Of Meeting

You are invited to attend the Neighbourhood Services Committee Meeting to be held on **Wednesday, 19th February 2020 at 6:00 pm** in **Boardroom, District Council Offices, Monaghan Row, Newry.**

Committee Membership:


- Councillor K Owen (Chair)
- Councillor G Stokes (Deputy Chair)
- Councillor T Andrews
- Councillor D Curran
- Councillor W Clarke
- Councillor V Harte
- Councillor T Hearty
- Councillor D Murphy
- Councillor O Magennis
- Councillor G Malone
- Councillor C Mason
- Councillor H McKee
- Councillor K McKevitt
- Councillor D Taylor
- Councillor J Tinnelly

Agenda

1.0 Apologies and Chairperson's remarks.

2.0 Declarations of Conflicts of Interest.

3.0 Action Sheet of the Neighbourhood Services Committee Meeting held on 22 January 2020. (Attached).

 *NS Action Sheet - 22 January 2020.pdf*

Page 1

For Consideration and/or Decision

4.0 Scheme of Delegation report from 1 April to 31 December 2019. (Attached).

 *Report re. Scheme of Delegation.pdf*

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Facilities Management and Maintenance

5.0 Report on sponsorship and renovation of planted Council maintained roundabouts. (Attached).

 *Report re. Sponsorship and renovation of planted Council maintained roundabouts.pdf*

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6.0 Report on Public Convenience Strategy. (Attached).

 *Report Draft Public Convenience Strategy.pdf*

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 *Appendix 1 Draft Public Toilet Strategy.pdf*

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7.0 Report on Cemetery/Burial Charges 2020/2021. (Attached).

 *Report Cemetery Burial Charges 2020 2021.pdf*

Page 59

8.0 Report on Council invite to participate in Garden Show Ireland 2020. (Attached).

 *Report re. Council invite to participate in Garden Show Ireland 2020.pdf*

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Waste Management

9.0 Report on Waste Management scale of charges 2020/2021. (Attached).

10.0 Report on DAERA Capital funding applications. (Attached).

 *DAERA Capital Grant Programme.pdf*

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11.0 DAERA, Waste Prevention Programme 2019 – ‘Stopping Waste in its Tracks.’ (Attached).

 *Waste Prevention Programme 2019 - Stopping Waste in its Tracks.pdf*

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12.0 Report on study visit to Duleek EFW plant. (Attached).

 *Report on Study Visit to Duleek.pdf*

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For Noting

13.0 Arc21 Members' Monthly Bulletin January 2020. (Attached).

 *JC MembersBulletin 30 Jan 2020.pdf*

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14.0 Historic Action Sheet. (Attached).

 *NS Historic Actions Tracker Sheet.pdf*

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Exempt Information Items

15.0 Report on Fleet Replacement (Capital) - approval of Business Cases to replace chassis Cab Vehicles. (Attached).

This item is deemed to be restricted by virtue of Paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 - information relating to the financial or business affairs of any particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

 *Report re. Fleet Replacement (Capital).pdf*

Not included

16.0 Business Case for Leachate Transportation. (Attached).

This item is deemed to be restricted by virtue of Paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014 - information relating to the financial or business affairs of any particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

 *Business Case - Leachate Transportation.pdf*

Not included

ACTION SHEET ARISING FROM NS MEETING HELD ON WEDNESDAY 22 JANUARY 2020

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NS/001/2020	Monthly Action Sheet	<p>Noted and actions removed as marked.</p> <p>At the request of Councillor Hearty, it was agreed Mr R Moore investigate if a direction had been given that the household recycling centre in Crossmaglen was no longer able to accept old mattresses. He expressed his concern that skips within the centre were not being emptied regularly enough and that when people were looking to dispose of items such as mattresses and suites of furniture they were not being accepted, and as a result were being dumped along roads.</p> <p>Mr Moore advised he would report directly back to Councillor Hearty on this matter.</p>	<p>R Moore/RTS-PA</p> <p>R Moore</p>	<p>Noted</p> <p>Meeting held with Councillors and Heads of Service, matter resolved.</p>	Y
		FOR CONSIDERATION AND/OR DECISION			

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NS/005/2020	Notice of Motion – Food Waste Collection	Agreed to adopt the Notice of Motion that “this Council will maximise food waste collection contributing to our recycling targets and reduction of our carbon footprint by simplifying it's biodegradable bag delivery system to residents” and that officers undertake necessary research and report back to the NS Committee presenting options for consideration and approval.	J Parkes	In progress	N
		FACILITIES MANAGEMENT AND MAINTENANCE			
NS/110/2020	Draft Action Plan for the development of a Council Tree Strategy	Approval for the endorsement of the key concepts within the Draft Action Plan and to agree to further progression of the developing Tree Action Plan and Tree Strategy.	K Scullion	In Progress	Y
NS/111/2020	Public Convenience Strategy	Approval for the endorsement of the key principles outlined in section 2.1 of this report and to approve the commencement of the business case process for the capital works: -	K Scullion	In Progress	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		Provision of a new public toilet within the village of Killough	K Scullion	In Progress	N
		Refurbishment of Castle Park Public Toilet in Newcastle	K Scullion	In Progress	N
NS/112/2020	Evaluation of alternatives to use of Herbicides containing glyphosate for controlling weeds and invasive species on Council property	<p>Note the content of the report dated 22 January 2020 and to approve Option 4 – The Sustainable Herbicide Control Methodology as outlined in section 4 and Appendix 7 with amendments. The proposed methodology would operate within the remit of a: -</p> <p>Phased Pesticide Reduction Plan</p> <p>Liaising with APSE & Other Councils</p> <p>Current Achievable Council efficiencies of circa 25% reduction in glyphosate annual usage,</p> <p>Grounds Maintenance Section continue to research and trial all effective alternatives and provide feedback on results.</p>	K Scullion	Noted	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>It was agreed the following proposed amendments to the Officer's report: -</p> <p>To undertake a 12-month review with a target to phase out completely the use of use of herbicides containing glyphosate for controlling weeds and invasive species on Council property within 3 years.</p> <p>Officers prevent the use of herbicides containing glyphosate at Council play areas and use alternative methods only for these areas.</p> <p>Council write to the relevant Stormont Minister stating the Council's position on this issue and seeking the position of all Government Bodies in Northern Ireland.</p>	<p>K Scullion</p> <p>K Scullion</p> <p>K Scullion</p>	<p>Noted</p> <p>Noted</p> <p>In Progress</p>	<p>N</p> <p>N</p> <p>N</p>
WASTE MANAGEMENT					
NS/113/2020	Fleet Update: Fleet Policy and Operational Licence Compliance	Approve Newry, Mourne and Down District Council Fleet Policy	J Parkes	To be implemented	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		Version 2.0 for immediate implementation.			
NS/114/2020	Study visit to Regen Waste, Newry	<p>Visit to the Regen Waste Reprocessing Facility at Carnbane Industrial Estate, Newry be set at 19 February 2020 - 3: 00 p.m.</p> <p>Attendance at Regen Waste Reprocessing Waste to be Neighbourhood Services Committee and key Waste Team Officers.</p>	J Parkes	Planned for 19 February 2020	Y
FOR NOTING					
NS/115/2020	Historic Actions Tracking Sheet	Noted and actions removed as marked.	R Moore	Noted	Y
		Councillor McKee raised an issue regarding the car park in Downpatrick	G McCurry	Issue has been addressed	Y

Report to:	Neighbourhood Services Committee
Date of Meeting:	19 February 2020
Subject:	Scheme of Delegation Report
Reporting Officer (Including Job Title):	Roland Moore, Director of Neighbourhood Services
Contact Officer (Including Job Title):	Roland Moore, Director of Neighbourhood Services

Confirm how this Report should be treated by placing an x in either:-

For decision	<input type="checkbox"/>	For noting only	<input checked="" type="checkbox"/>
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1.0	Purpose and Background
1.1	<p>Attached is a schedule of decisions and authorisations delegated to Roland Moore, Director of Neighbourhood services under the following categories:</p> <ol style="list-style-type: none"> 1. Engaging consultancy assistance below the delegated level of £2,000. 2. Decision to commence formal restructuring within a Department or Departments 3. Consultation responses other than technical responses where officers asked for Members views. 4. Decisions arising from external report on significant Health and Safety at Work. 5. In cases of emergency, the allocation or awarding of Financial Assistance to external groups or organisation below the delegated level of £300; and 6. Other decisions such as those with political media or industrial relations implications that Directors consider Members should be aware of.
2.0	Key Issues
2.1	None
3.0	Recommendation
3.1	That the Committee note the report.
4.0	Resource Implications
4.1	Not applicable.
5.0	Equality and good relations implications
5.1	The Council will have due regard to the need to promote equality of opportunity between the nine equality categories. Council will also seek to promote Good Relations between people of different Religious Belief, Political opinion and Ethnic Origin.
6.0	Rural Proofing implications
6.1	Officers confirm due regard to rural needs has been considered.
7.0	Appendices
7.1	Schedules

SCHEME OF DELEGATION (Use of Council Land)

Council Land Requested/Details of Event	Dates	Fee Waived/Paid/Discounted/NA
Request to increase rent relating to the Boat House, Marine Parade Warrenpoint.	3 July 2019	NA
Request for Licence regarding works – Saintfield in Bloom	29 August 2019	NA
Request from the BBC to film on Angus Rock	16 September 2019	NA

SCHEME OF DELEGATION (Other Decisions)

Conferences

<u>Name of Attendees</u>	<u>Details of Conference/visit</u>	<u>Date of Conference/visit</u>
Aidan Mallon Kevin Scullion Phelim Jennings Philip Preen Joe Parkes	Benchmarking visit to Wales	3 rd and 4 th of December 2019

Report to:	Neighbourhood Services Committee
Date of Meeting:	19 th February 2020
Subject:	Sponsorship and renovation of planted Council maintained roundabouts
Reporting Officer	Kevin Scullion, Assistant Director Facilities Management & Maintenance
Contact Officer	Jonathan Ellis, Grounds Maintenance Manager

Confirm how this Report should be treated by placing an x in either: -

For decision	X	For noting only	
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1.0	Purpose and Background
1.1	<p>At this Committee in March 2019 a report was provided concerning the development of a scheme of floral planting displays on roundabouts and roadside verges.</p> <p>It was agreed that</p> <ul style="list-style-type: none"> • The Council agree in principle to the development of a scheme to permit sponsorship of floral planting displays on roundabouts and road side verges throughout the district. • Council Officials to consult with Dfi, Council's Planning Department and other relevant bodies to ensure any scheme developed had the approval of the relevant land owner and was in compliance with relevant legislation. • Council Officials to develop a policy document for the implementation and operation of the scheme for consideration and agreement with Council. <p>This report addresses these agreed actions.</p> <p>Following a notice of motion to investigate "Sponsorship of Planted Roundabouts within the Newry Mourne & Down Council area by Private Firms or Organisations". Grounds Maintenance section, propose to enhance identified roundabout locations within the district and progress commercial income from them.</p> <p>These sites across the wider council area are considered gateway entrances and exits to the District which have thousands of passing vehicles per day along the main arterial routes.</p>
1.2	<p>The report identifies several sites where potential exists to seek sponsorship for floral planting displays and a draft policy is presented for the operation of a scheme which would see sponsorship of the work undertaken by Council at these sites in return for an opportunity for advertisement of the sponsor organisation on the site.</p>

1.3	As part of wider open space improvements, the Council's Grounds Maintenance Section is drawing funding from Department for Communities Capital Funding budgets to undertake landscape renovation & improvement schemes at the identified locations.
2.0	Key Issues
2.1	<ul style="list-style-type: none"> The locations identified (see Appendix 1 and 2) are gateway locations which have significant traffic flows where traffic slows giving time for a full appreciation of the location in what are often otherwise monotonous road networks. Rejuvenated planting and re landscaping of roundabouts will <ul style="list-style-type: none"> Create an improved aesthetic scene on the approach to the Council areas. Form a memorable landmark, advertising and promoting both Council and the local geographical area Create a more unified landscape improvement scheme helping to announce positive Council involvement across the wider road network. Currently the chosen locations are of varying quality with no singular design concept hence appearing disjointed with previous ad hoc improvements. All locations are currently maintained by Council, any sponsorship income received from these is anticipated to offset landscape improvement and annual maintenance costs. Landscape improvements will unify with the wider climate emergency, sustainability issues and developing Tree Strategy with the aim of producing very attractive roadside tree collections. This will initiate significant landscape improvements and start a momentum for positive green space change. This will enhance Ulster in Bloom and Irish Best Kept Town/Village competitions
2.2	<p>The main points of note within the developing roundabout landscape scheme are:</p> <ul style="list-style-type: none"> Locations have been identified as suitable for landscaping with the intention of uniting varied geographical locations. These schemes will draw inspiration from the Council Tree Strategy using specimen trees & planting for immediate attractive landmarks unique to the area. A scheme for expressions of interest from companies or organisations has been developed (See Appendix 3). Criteria for Sponsors have been defined. A pricing schedule is included.

	<ul style="list-style-type: none"> • Specific regulations relating to roundabout works have been clarified with DFI and will be adhered to. • Final landscape schemes will be designed via liaison with DFI following a risk assessment processes. • DFI may invoke Road Restraint Risk Assessment Processes dictated by, passing traffic volume, visibility splays and speed limit(s). • Officers have submitted a suggested landscape improvement scheme to DFC to draw down funding to immediately improve each location. • DFI powers to grant permitted landscaping and promotion signage may be limited in the future.
3.0	Recommendations
3.1	<p>Note the content of the report.</p> <p>Agree to proceeding to offer a sponsorship scheme as detailed within Section 2 of the report.</p> <p>Council to retain the maintenance of the locations in-house to enable a similar standard of landscape presentation with unified impact which can be improved upon.</p> <p>Approve the Roundabout Sponsorship Policy (attached at Appendix 3), subject to final legal approval, and proposed Sponsorship fees (attached at Appendix 1).</p> <p>Agree that sponsorship income to offset existing direct annual maintenance costs to Council.</p> <p>Approve the progression of the scheme and for Officers commence process to seek and recruit Sponsors for the 8 identified roundabouts.</p>
4.0	Resource implications
4.1	<p>Officer time – to develop policy, identify capital sponsorship, design and cost the landscape schemes.</p> <p>Designs will be completed to ensure low maintenance with little significant increase in annual maintenance costs. The immediate landscape renovation scheme is being funded via DFC with most labour undertaken with Council staff.</p>
5.0	Equality and good relations implications
5.1	It is not anticipated that the proposal will have an adverse impact upon equality of opportunity and good relations.
6.0	Rural Proofing implications
6.1	Due regard to rural needs are to be considered.
7.0	Appendices
7.1	Appendix 1: Sponsorship Fees

	<p>Appendix 2: Context Maps & Photographic Details of Roundabouts falling within Scheme</p> <p>Appendix 3: Draft Roundabout Sponsorship Policy and Legal Agreement</p>
8.0	<p>Background Documents</p> <p><i>This relates to meeting requirements outlined in Part 8 of the Local Government Act (NI) 2014, Access to Meetings and Documents, wherein for four years after a meeting the following must be available at the Council Offices and on the website:</i></p> <p><i>Background papers which are defined as those documents relating to the subject matter of a report which:</i></p> <ul style="list-style-type: none"> <i>a) Disclose any facts or matters which in the opinion of the Chief Executive, the report or an important part of the report is based upon; and</i> <i>b) Have, in the Chief Executive's opinion, been relied upon to a material extent in preparing the report.</i> <p><i>These are documents on which the report, or an important part of the report, is based upon and have been relied upon to a material extent in preparing the report.</i></p>
8.1	None

Appendix 1: Sponsorship levels

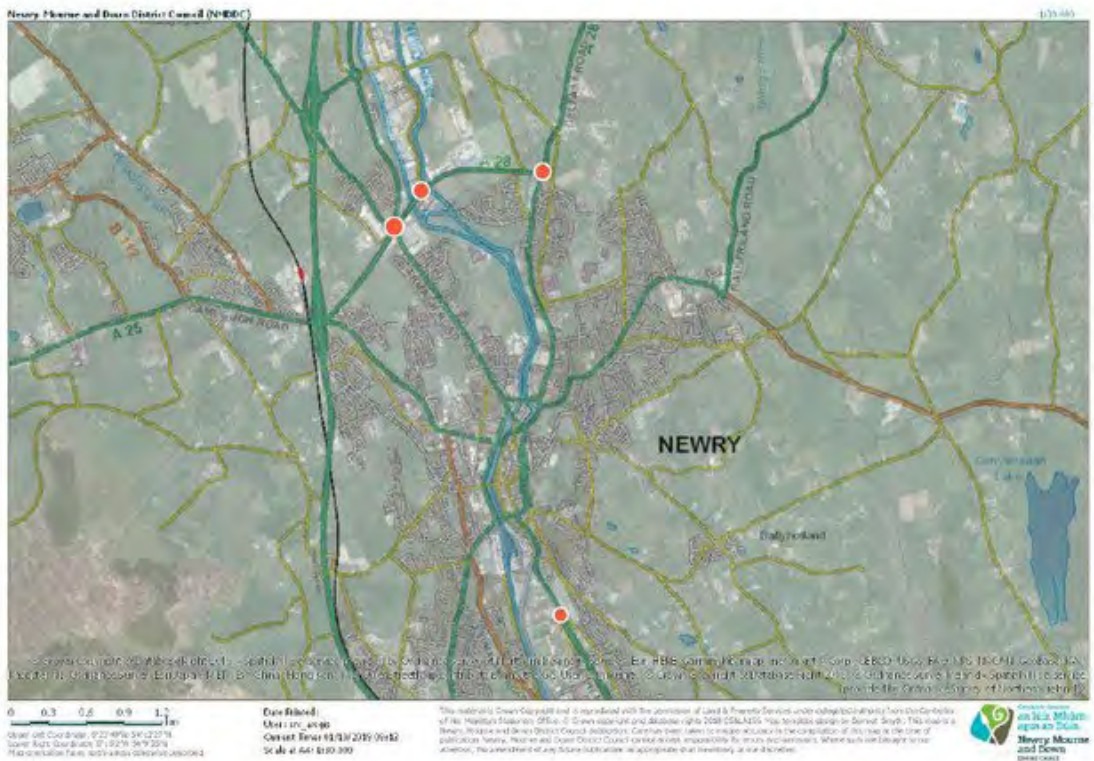
Sponsorship levels

Sponsorship Level	Cost per Year Ex Vat £
Large Prominent Roundabouts	£2000
1 - Newry - McCann's Roundabout – The 5 ways	
Medium Prominent Roundabouts	£1300
2 - Newry - Belfast Road Roundabout / Carnbane Way	
4 - Greenbank / Warrenpoint Rd Roundabout	
5 - Warrenpoint – Burren Roundabout	
Smaller Prominent Roundabouts & Junctions	£800
3 - Newry - Customs Station Carnbane & Shepherds Way Roundabout	
6 - Downpatrick - New Bridge Street Roundabout	
7 - Clough Village - Belfast/Newcastle/Downpatrick Roads	
8 - Castlewellan Roundabout - Dublin / Bann Road	

Appendix 2 - Sponsorship and renovation of planted Council maintained roundabouts

Appendix 2: Individual Locations - Context Maps & Photographic Details

1 - Newry - McCann's Corner Roundabout.



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3 - Newry - Customs Station Carnbane & Shepherds Way Roundabout



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[illegible]

Appendix 2 - Sponsorship and renovation of planted Council maintained roundabouts

6 - Downpatrick - New Bridge Street Roundabout – Context Map



Appendix 2 - Sponsorship and renovation of planted Council maintained roundabouts

7 - Clough Village - Belfast/Newcastle/Downpatrick Roads – Context Map



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Appendix 3

Roundabout Sponsorship Policy

1. BACKGROUND

1.1 The sponsorship of roundabouts has become common in recent years.

1.2 The initiative for roundabout sponsorship can be developed, this can be potentially extended to other landscape and floral schemes at a later date (e.g. road side verges).

1.3 The objective is to transform the appearance of the council area by selecting transport nodes, encourage community involvement via transforming gateway locations and seek additional funding to assist Newry Mourne & Down planting schemes.

1.4 The Council's Neighbourhood Services Directorate will support the programme of roundabout sponsorship.

1.5 The 'sponsored' roundabouts are based on the sponsor paying an agreed amount to the Council for sponsorship signs to be erected with the Council undertaking the landscaping and maintenance.

These schemes will directly address the Council landscape strategy resulting in a unified design process which will create schemes with a common theme.

2. SPONSORSHIP

2.1 The Council wishes to encourage local participation in the sponsorship of its roundabouts and to this end has developed a simplified framework that will operate in conjunction with the Grounds Maintenance section within Neighbourhood Services Directorate.

2.2 This sponsorship participation also addresses in Bloom and Best Kept awards where 30% of the entire marks are for local community / business involvement.

2.3 It is hoped that the roundabout sponsorship scheme will secure lasting improvements in the visual appearance of the roundabouts and wider landscape.

2.4 The six main criteria for the roundabout sponsorship scheme are:-

- Sponsorship will be available on selected roundabouts maintained by Council
- Sponsorship is used as a catalyst for lasting improvements in visual appearance not only to roundabouts but also other parts of the council area.
- The Council will design roundabout layout and planting scheme, in consultation with the sponsor via the Grounds Maintenance Manager (a part III Landscape Architect). The Council will undertake all works including landscaping, signage and maintenance of the roundabout.
- Sponsors' signs to be of a standard size, material and design determined by Council – the design will have the Sponsor logo on one side and Council logo on the other with sponsor details along the central location. A coordinated promotional theme is essential.
- All legal cost, fees and VAT associated with sponsorship to be borne by sponsors

Appendix 3 - Sponsorship and renovation of planted Council maintained roundabouts

- A formal sponsor agreement, to be entered into between sponsors and the Council, with a fixed term and the sponsors' signs being removed when this term expires, or the agreement is otherwise terminated.

2.5 The design of improvements will vary according to the location of the roundabout and the interests of the sponsor. It is anticipated that most improvements will be permanent landscape based with an element of horticultural or arboricultural input. For example, naturalistic style designs will be favoured in edge-of-town and rural locations. Scheme will also include a design concept relating to the specific history and culture of the local area. A piecemeal / uncoordinated approach isolated from other geographic area will be avoided. At prime locations there may be opportunities for a limited number of more ambitious improvements, involving public art, for example.

2.6 Roundabouts, which are currently 'sponsored' or 'adopted' will continue to be sponsored under the existing arrangements until the Council determines otherwise.

3. Planning Considerations

3.1 Several Department for Infrastructure (Dfi Roads) and planning considerations must be taken into account when considering roundabout improvements and sponsors' signs.

3.2 The Council and Dfi Roads have criteria for sponsorship of roundabouts, which are; - • Visibility must not be obscured • The form of landscaping must be approved on road safety terms • Signs generally be no greater than 0.5 metre in height and 1.0 metre in width, will not carry advertising other than the business name and will not be coloured or designed to look like direction signs nor will they be attached to Dfi Roads street furniture.

3.3 The Council, as the Planning Authority, is required to grant planning permission or advertisement consent, where necessary.

3.4 Advertisement consent may be required for the design and location of sponsorship signs.

3.5 Planning permission may also apply to any improvement, which is more ambitious than a simple horticultural or arboricultural works.

Small signs of Dfi Roads approval specification can be placed without any form of planning involvement -these will be utilised widely.

4. Environment

4.1 Planting and design will only be considered that enhances the existing landscape, and which will be maintained above the present minimum levels.

4.2 A specific design concept relevant to each location will be adopted and used to give a bold memorable impact for passing traffic and residents.

4.3 Designs must integrate with the local landscape and take account of townscape/urban character, designated areas, buildings and features.

4.4 Sponsorship may involve the improvement of both hard and soft landscape elements. Innovative proposals involving hard landscape will not be discouraged if they contribute to delivering the Council's environmental objectives and can provide a 12 month appeal.

Appendix 3 - Sponsorship and renovation of planted Council maintained roundabouts

4.5 Designs will not be permitted that may be distracting to drivers and this includes detailed flower arrangements that depict written messages.

4.6 Central concepts will include –

- Sustainability – all schemes must be easily maintained and achievable within current roadside working stipulations.
- Health & wellbeing – the environmental benefits of plants regarding pollution removal, carbon reduction, oxygen production etc will be fundamental.
- Species protection – maintenance regimes will encourage the establishment of rare wildflowers etc

5. Signage

5.1 An important element of sponsorship is signage. This must be properly designed to ensure that improvements to roundabouts are not negated by the visual intrusion or clutter of signs.

5.2 The Council will determine the type and style of all signs with an aim to have a unified approach to specific locations i.e. urban (edge of town), retail or rural areas.

Roundabout Sponsorship Agreement

THIS AGREEMENT is dated and made between Newry Mourne & Down District Council and..... (the Sponsor) whose registered office is.....; in respect of the sponsoring of the maintenance and/or enhancement to the landscaping of the roundabout as detailed on the attached plan (the Roundabout).

Whereby the Sponsor agrees to sponsor the Roundabout and pay to the Council the costs incurred by it for the landscape maintenance/enhancement, subject to the following terms and conditions:

1. The Sponsor shall sponsor the landscape maintenance/enhancements to a maximum cost of £xx per annum payable on the date hereof and on the first and second anniversary hereof.
2. "Landscape enhancement" means those improvements to the landscape as defined and agreed by the Council. The Council reserves the right to determine the nature of the enhancements and to vary the type of plantings provided on the Roundabout.
3. "Maintenance" means the grounds maintenance works as detailed in the Council's annual Works Schedule or similar document.
4. The Sponsor will be permitted to have erected and maintained sponsorship plaques on the Roundabout. The plaques will be of a size and appearance as not to interfere with traffic flow or present a hazard to motorists or other road users. The placement, size, appearance and the number of plaques to be erected will be as agreed in writing by the Council in accordance with the advice, instructions and approval of Planning Service and/or the department for Infrastructure (Dfi). The size, appearance and positioning of each plaque shall be subject (if required) to obtaining necessary planning permission under the Control of Advertisements Regulations (if above the dimensions of signage which are exempt from this).
5. The Council shall approve the design of the plaque.
6. The cost of providing, installing, maintaining and replacing plaques is to be met by the Sponsor.
7. Sponsorship is to commence upon installation of the plaque/s and is to run for a period of 1 year from the date hereof. A maximum of 3-year period can be agreed from initial acceptance.
8. Sponsorship fees to maintain the enhancements are to increase annually by no more than the consumer price index. The fees shall be payment annually in advance on the first day of commencement of the agreement each year. The Sponsor will meet the costs of any additional landscape enhancements agreed by the Council in full.
9. From time to time, it may be necessary for the Council and/or Dfi to permit works to be carried out on the Roundabout that may cause temporary disruption to the landscape enhancements and/or temporary removal of plaques. In such event, the Council will not be liable for any claims for compensation by the Sponsor provided that such works and/or disruptions are for a total period of less than 30 days within any sponsored twelve-month period. In the event of works or disruption lasting more than 30 days within any sponsored twelve-month period the Council will refund to the Sponsor a sum equating to 1/52 of the

Appendix 3 - Sponsorship and renovation of planted Council maintained roundabouts

landscape enhancement annual sponsorship fees for each subsequent seven days, or part thereof, of continued works or disruption.

10. The Council will restore any landscape enhancement disturbed by such works to the appropriate standard and within a reasonable time. The Council will endeavour to provide advance notification to the Sponsor or any such works, whenever this is possible.

11. The rights and obligations of the Sponsor in this agreement shall not be assigned without the prior written consent of the Council.

12. If the Sponsor shall be in breach of any of the terms and conditions and stipulations on the part of the Sponsor to be observed and performed hereunder then it shall be lawful for the Council to terminate this agreement by serving not less than seven days' notice to the Sponsor but such determination shall not affect the rights of the Council under this agreement prior to the cancellation thereof.

13. It is agreed that if there are changes in external legislation, circumstances or policy outside the control of the Council, the Council reserves the right to terminate this agreement and remove the plaques.

5.2.13. Sponsorship of the Roundabout is to be exclusive to the Sponsor.

Terms agreed and accepted: Newry Mourne & Down District Council

..... Position On

behalf of () Position

Report to:	Neighbourhood Services Committee
Date of Meeting:	19 th February 2020
Subject:	Draft Public Convenience Strategy
Reporting Officer (Including Job Title):	Kevin Scullion, Assistant Director Facilities Management & Maintenance
Contact Officer (Including Job Title):	Gail Kane, Head of Facilities Management

Confirm how this Report should be treated by placing an x in either: -

For decision	X	For noting only	
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1.0	Purpose and Background
1.1	<p>The purpose of this report is to provide the Committee with a copy of the Draft Public Convenience Strategy for its review and approval.</p> <p>If approved Officers will commence a 12-week consultation period to allow comments from the public to be considered prior to the Council finalising the Strategy.</p> <p>The last report on this matter was provided to the Committee last month when the Committee endorsed key principles for developing the draft Strategy. These key principles are incorporated within the draft Strategy.</p>
2.0	Key Issues
2.1	<ul style="list-style-type: none"> • The Council has no statutory duty to provide Public Toilets and receives no income for the service that it currently provides. • It currently provides 31 Public Toilets which are in a range of building styles and internal sanitary ware. • It has been acknowledged by the Council that the condition of many of its Public Toilets are below the standard the Council seeks to provide and that the level of service in providing these facilities to the public is inconsistent. • The Council recognises that the provision of a good Public Toilet service is a key element to providing many residents with the confidence to leave their homes in the knowledge that there will be a Public Toilet available for them on their journey if required. • The Council also appreciates that the provision of a good Public Toilet service is required for a district which seeks to promote itself as a premier tourist destination. • It is these factors that has convinced the Council to secure funding within its capital programme (£1,2 million) to upgrade/replace and provide new Public Toilets. • The draft Strategy recommends that the Council continues to provide a Public Toilet service across the district. • The Strategy recognises that the current level of service falls below the standard that the Council seeks to provide and makes eight recommendations which if implemented will bring the Council towards

	delivering a high quality Public Toilet provision in partnership with several stakeholders.
3.0	Recommendations
3.1	<p>Note the content of the report.</p> <p>Committee approval is requested for the draft Public Toilet Strategy as presented and approval to commence a 12-week public consultation on the recommendations from the draft Strategy.</p>
4.0	Resource implications
4.1	<p>The expected three-year cost of the capital programme is £1.2m which has been secured within the Council's Capital Program.</p> <p>Costs attributed to the Revenue Budget, with the exception of routine maintenance costs, will be approved by Council prior to initiation via the Council's Procurement Procedures.</p>
5.0	Equality and good relations implications
5.1	The Public Toilet Strategy has been equality screened and the outcome is that it not be subject to an Equality Impact Assessment (with no mitigating measures required).
6.0	Rural Proofing implications
6.1	Due regard to rural needs has been considered and a rural needs impact assessment has been completed.
7.0	Appendices
7.1	Appendix 1: Draft Public Toilet Strategy.
8.0	<p>Background Documents</p> <p><i>This relates to meeting requirements outlined in Part 8 of the Local Government Act (NI) 2014, Access to Meetings and Documents, wherein for four years after a meeting the following must be available at the Council Offices and on the website:</i></p> <p><i>Background papers which are defined as those documents relating to the subject matter of a report which:</i></p> <ul style="list-style-type: none"> <i>a) Disclose any facts or matters which in the opinion of the Chief Executive, the report or an important part of the report is based upon; and</i> <i>b) Have, in the Chief Executive's opinion, been relied upon to a material extent in preparing the report.</i> <p><i>These are documents on which the report, or an important part of the report, is based upon and have been relied upon to a material extent in preparing the report.</i></p>
8.1	None

Comhairle Ceantair an Iúir, Mhúrn agus an Dúin Newry Mourne and Down District Council



Public Toilet Strategy

February 2020

In partnership with the British Toilet Association





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1.0 EXECUTIVE SUMMARY

The Council operates and maintains thirty-one publicly accessible toilets, and these are strategically located across the district. All existed prior to local government reform in April 2015 which resulted in the former Newry and Mourne District Council and Down District Council combining to form the new Newry, Mourne and Down District Council.



There is a significant variance in the style and types of facilities offered. All current units have accessible facilities (for use by less abled user groups) associated with them. Eighteen of the toilet blocks are a brick/tiled construction while the remaining thirteen are primarily aluminium facades covering a central core/block of sanitary appliances.

A condition report on the fabric of all Council Public Toilets was carried out in 2018 by the Council's Estates and Project Management Department and the integrity of the structures (measured from (A) Excellent to (D) Needs immediate repair and or replacement) show that most units are rated A or B. The results of this survey are summarised in Appendix A.

The British Toilet Association (BTA) was commissioned in 2019 by the Council to assess the internal integrity and utility of the Council's Public Toilets, considering their position/location and their vulnerability to anti-social activity. The results of this survey and other research form the basis of the proposals within this Strategy.

The Council has no legal responsibility to provide public toilets, however, across the UK and Ireland the provision of a Public Toilet Service has been a Council function. It is for each local authority to determine the level of Public Toilet provision it provides and whether this service is provided free or if a charge is levied on the user of the facility. This Strategy concludes that the Council should continue to provide a Public Toilet Service and that a range of improvements to this service should be considered including increasing provision, reviewing opening hours, functionality, cleaning practices, maintenance, corporate branding and advertising. There is recognition within the Strategy that such improvements whilst having a value, are at a cost, and so consideration on how such costs can be paid for must be considered and agreed as part of any planned improvements.

The Strategy highlights the importance of a Public Toilet Service for the Council's tourist trade. The user experience of the Council's Public Toilets can influence the drive to make Newry, Mourne and Down a cleaner/safer environment for everyone to work in, live in and visit. The Council seeks to make our town centres, shopping areas and visitor attractions more accessible to visitors of all abilities and Public Toilets play an important role in making such places an inviting experience.

The Strategy recommends upgrading and maintaining the majority of the current Public Toilet provision. The Strategy recommends how the Council should measure whether its current provision of Public Toilets is sufficient for local needs. Referring to British Standard 6465 Part 4 (2010) Sanitary Installations – Code of Practice for provision of public toilets as a guide (Section 11), the Strategy recommends that the Council seek to provide a Public Toilet facility in all settlements with a population exceeding 1000 people (as determined by Census 2011). Using this guide the settlements of Dundrum, Drumaness, Killough, and Mayobridge, which have no Public Toilet facility were identified as having over 1000 residents. The Strategy recommends a methodology that the Council could adopt for determining how such identified need may be met.

The Strategy recommends that the Council adopts a greater focus on the growing range of accessible needs within our communities. Through working with several internal and external groups, the Council can endeavour to address the needs of not just those suffering with a physical handicap, but also be sympathetic to those struggling with other conditions including, Dementia and Autism. The strategy recommends providing a limited number of Changing Places facilities. Changing Places facilities are Public Toilets which are much more spacious than the typical Public Toilet and are designed to accommodate user groups who are unable to use Public Toilets independently. Further information on what a Changing Places facility contains is provided in Section 4 of this Strategy.

The Strategy considers whether the Council should only consider its existing thirty-one Public Toilets as being its Public Toilet provision or if it should seek to include other buildings. The Strategy recommends that the Council seek, where appropriate, to widen the scope of what is a Public Toilet to include other buildings in its own ownership, other public-sector buildings and participating private businesses.

The strategy considers a range of new developments and technologies used within Public Toilets across the UK and Ireland. The introduction of charging for entry has been acceptable for many years in parts of the UK. The Council's Public Toilets are free to enter; however, the use of charging has been used by other local authorities as a means of curtailing the anti-social behaviour and vandalism that frequently is directed at free-access Public Toilets.

The Strategy considers how the current Public Toilet provision is currently managed and notes a disjointed approach which can lead to inconsistencies leading to poor service delivery. The Strategy recommends a review of management of the facilities with the aim of ensuring a more cost efficient and effective service delivery.

The Strategy recommends that the Council's Public Toilet provision is corporately branded as part of future refurbishment plans to achieve a consistent look and feel

for use of materials and décor thereby creating a familiar ambience or its users which creates a sense of security and improves overall efficiency by having increased interchangeability of parts between units.

The Strategy also recommends the advertising of the availability of the Council's Public Toilet provision on a range of media to maximise their potential use and knowledge of availability.

Key Recommendations arising from the Strategy are that the Council will:

1. Remain committed to providing a Public Toilet Service across the district.
2. Undertake identified capital and revenue works to improve its existing Public Toilet provision and where feasible meet newly identified need.
3. Consider corporate branding facilities as part of future capital and revenue works to improve existing Public Toilet provision. Ensure the needs of people with Autism, Dementia and other health conditions are considered as part of future capital and revenue works to improve existing Public Toilet provision.
4. Review the opening/closing times of its Public Toilets and consider extending these to meet identified need.
5. Review how its Public Toilets are managed, cleaned and maintained with the view of reducing inconsistencies and providing an improved service.
6. Consider including other suitable Council facilities, Public buildings and private businesses as part of the overall Public Toilet provision.
7. Consider providing Changing Places facilities as part of its Public Toilet provision.
8. Investigate the introduction of charging at some facilities as a means of reducing vandalism and anti-social behaviour.
9. Consider how information concerning the location and availability of its Public Toilet provision can be made available to all user groups.

It is considered that taking forward these recommendations will require the rollout of a number of Work Packages each involving a range of work activities and approval procedures within the Council and also externally. This will inevitably take time to deliver but it is expected, if approved to proceed, that significant progress can be

made in all these identified areas during the course of the current Council, 2019 to 2023.

The Council has agreed a capital budget of £1.2 million towards capital work improvements to its Public Toilet provision. There is no "ring fenced" revenue budget for any maintenance works or other defined projects falling within the scope of improvement works. For such projects without a defined budget, their progress will be subject to approval by Council and obtaining the required funding to progress them.

2.0 INTRODUCTION



This strategy was commissioned by Newry, Mourne and Down District Council to review current toilet provision within the Council. The department has prepared the toilet strategy document by undertaking a complete review of the its public toilet provision across the district, reviewing the condition and benefit of the thirty-one public toilets that currently exist in the Council and assessing the need for any publicly accessible toilets in other areas within the district.

The three main sources of input to the strategy were:

- A condition report on the fabric of all Council public toilets was carried out in 2018 by the Council's Estates and Project Management Department.
- Assessment by the British Toilet Associations (BTA), including an inspection of each public toilet unit, to survey and provide feedback on the condition, viability and perceived need for each. BTA has worked with and for a number of similar sized councils across the UK and Ireland to help upgrade their current toilet provision and to assess any future developments and planning issues that might be arising. BTA has shared a number of procedures and methodologies that should be of value in the evolution and implementation of the strategy for the Council.
- A study group from within the Council, representing all departments with control, input or management of any of the Council's public toilets was convened to discuss and identify common issues and to scope a management structure or brief relating to all these sites.

Of the thirty-one public toilets in the council area, BTA highlighted that a number of units were not accessible to the general public during the evening/weekends when there is generally a greater need; some units were also not even accessible to the general public during the working day.

The BTA survey also indicated that Newry city centre in particular was suffering from a lack of adequate public toilet provision for the numbers expected to visit the city each week. Additionally, looking to the future, if the city desires to host major events or activities, the lack of freely available toilets would be a concern.

BTA is conscious of the tight financial constraints within Council and sought to identify and embrace new ways and methodologies to increase the available provision within the district without significantly increasing either capital or revenue spending.

The Council Study Group applied in-depth knowledge of their departments and the relevant localities to draw up and assess existing and future requirements for public toilet facilities within the Council. With considerable inward investment already agreed

by Council and an ever-increasing desire to attract both visitors and commercial traders the Council Study Group considered it extremely important to focus significant attention on providing an increased level of clean and hygienic toilet provision.

Additionally, the group recognized the responsibility that this Council has to its citizens and rate payers and to the many social groups who live and work within the district boundaries. The health and well-being of all user groups working in or visiting the district must be of paramount importance.

Many commercial and private properties contain public toilet facilities and if agreement and favourable conditions were reached it was felt that a reasonable number of these facilities could be made freely available to the general public to help increase the overall provision. This report includes some basic proposals to further develop this approach.

Consideration has been given to inviting a number of commercial companies and private individuals to participate in the potential development of a Council Toilet Stakeholders Group. The remit was to discuss and identify potential partnerships that could be considered if this strategy is accepted

This Strategy will revise and review the information gained and the thoughts of the Council Study Group to assimilate a series of actions that could be instigated to upgrade the current provision. This information will be refined and help the Council to set down a forward thinking strategy to provide the best level of service to all the residents and welcome tourist trade and visitors to the district.

It is hoped that the Strategy will:

- Clearly identify all the Council sites and review the current levels of provision
- Gain support for the outline and future adoption for the strategy proposals
- Act as a catalyst for discussions and thought through other Council departments and stakeholders
- Provide individual focus on the locations and positioning of our facilities
- Give guidance for all immediate and longer term remedial action identified and required
- Review new technologies and safe practices regarding future toilet provision
- Create a review of the opening hours and our levels of cleaning and maintenance

- Review the use of external contractors to provide cleaning and maintenance services
- Discuss corporate branding, advertising and information for public access toilets across the Council district.
- Seek to identify solutions for many anti-social activities and incidents
- Investigate, review and evaluate “pay to enter” schemes, barriers and control
- Seek to identify other Council and public buildings that have publicly accessible toilets
- Help to identify any private and commercial businesses who might offer additional provision
- Enable identification of community partnerships and charitable groups who could support this initiative (to discuss opening/closing, security and maintenance issues)

This section is not intended to be an exhaustive list but merely a working brief to give constructive guidance to Council to seek approval for officers to proceed to develop a business case for future submissions and adoption by the Council.

3.0 EXISTING TOILET FACILITIES and OTHER COUNCIL PROPERTIES UNDER CONSIDERATION

Council currently controls the running of 31 publicly accessible toilet blocks across the district.

The Council is committed to providing Public toilets throughout the year, which are clean, stocked with appropriate materials and open at reasonable hours. All the Council's Public Conveniences have accessible facilities.

Public Conveniences are located at:

Bloodybridge, Annalong	Bessbrook, The Square
Central Promenade, Newcastle	Cranfield Blue Flag Beach
Downs Road, Newcastle	High Street, Killyleagh
Castle Park, Newcastle	Lislea Drive, Crossgar
Islands Park, Newcastle	Loughross, Crossmaglen
Donard Park, Newcastle	The Square, Crossmaglen
South Promenade, Newcastle	New Line, Saintfield
Upper Square, Castlewellan	The Square, Rostrevor
Quoile Road, D'patrick	Rostrevor Road, Hilltown
Market Street, Downpatrick	Spelga, Hilltown
Struell Cemetery D'patrick	Murlough, Dundrum
Lough Inch Cemetery, Ballynahinch	Newry Market
Windmill Street, Ballynahinch	Rocks Road, Ballyhornan
Marine Park, Annalong	The Square, Warrenpoint
Queen Street, Warrenpoint	The Quay, Ardglass
Bridge Street, Kilkeel	

LIST OF HISTORIC SITES AND TOURIST ATTRACTIONS

Castles, Parks and Gardens	
Kilbroney Forest Park	Delamont Country Park
Killyleagh Castle	Rowallane Gardens (NT)
Castlewellan Forest Park	Slieve Gullion Forest Park
Tollymore Forest Park	
Municipal Parks/Open Spaces	
Killough Road Recreation Area	Nursery Area, Downpatrick
Shrigley Community Garden	Cushowen Place, Drumaness

Ballyrussell Park, Burren	Clonallon Park, Warrenpoint
Town Park/Stream Street, Downpatrick	Clanrye Park, Newry
Corry Park, Newry	Fisher Park, Newry
Heather Park, Newry	McClelland Park, Newry
St Colman's Park, Newry	Newry Canal and Towpath
Beaches	
Cranfield	Dundrum
Murlough	Kilkeel
Newcastle Strand	Tyrella
Other Visitor Centres	
Victoria Lock	Seaforde Gardens and Tropical Butterfly House
Downpatrick and County Down Railway	

Tourism is a key component of the Council's economy and a major source of both employment and revenue; generating around £50m to the area's economy in 2018. In 2017 visitor numbers increased by 6% to 0.5m. The tourism industry supports more than 5,000 jobs in the council area. Effective partnership working is essential to manage and present the council destination in an integrated way and to ensure that the visitor is considered and planned for at the earliest stages of any new development. This may mean changes to traditional ways of working to enhance transparency of decision making, wider strategic thinking and a more active engagement between private, public and third sector partners.

Other Council buildings and properties to be reviewed and considered for inclusion (all contain toilets which can be accessed by the public)

- Newry Town Hall
- Warrenpoint Town Hall
- Newry Arts Centre
- Bagenals Castle, Newry
- Council Buildings - Monaghan Row, Newry
- Council Buildings – Greenbank Industrial Estate, Newry
- Council Buildings – Downshire Civic Centre, Downpatrick
- Down County Museum, Downpatrick
- Down Arts Centre, Downpatrick
- St Patricks Centre, Downpatrick

Community Centres (Managed by the Council)

- Ballynahinch Community Centre
- Bessbrook Community Centre
- Bridge Community Centre, Killyleagh
- Cloughreagh Community Centre
- Crossmaglen Community Centre
- Dan Rice Hall, Drumaness
- Market House, Ballynahinch

Leisure Centres and complexes:

- Newry Leisure Centre
- Downpatrick Leisure Centre
- Kilkeel Leisure Centre
- Newcastle Centre
- Ballymote Sports and Wellbeing Centre, Downpatrick
- St Colman's Sports Complex, Newry

Below is a map showing the location of all Council 31 Public Toilets with reference to Newry City, other towns, villages and settlements.



4.0 STRATEGIC RECOMMENDATIONS AND PRIORITIES

This Strategy calls for a review of the Council's vision for publicly accessible toilets across the districts. It is recommended that a working programme to address the following key issues should be implemented and periodically assessed and tailored for ongoing improvement:

(1) Understanding the legal and strategic case for public provision

While there is no legal or regulatory obligation on councils across the UK to supply, provide or even maintain publicly accessible toilet facilities, it has always been the directive of successive governments and their departments that each local authority is responsible for deciding a set level of public toilet provision that it feels is appropriate and ensuring their upkeep.

Toilets are important to health and well-being, social inclusion, equality, public decency and public safety, and play a vital role in making our cities, counties and districts warm and welcoming areas to live, grow, work, visit and stay. They are essential for the growth of local business and supporting the social interactions of groups and communities. They empower tourism and visitors who bring much needed revenue into the district. They support an aging populous who want to shop locally and visit local amenities. They play a major role in supporting everyone suffering with or caring for a person with severe accessibility issues; this would include Autism, Dementia, Ostomy sufferers and those with severe bowel conditions or limited mobility. Whilst encouraging greater numbers of our residents and visitors to enjoy the wealth of outdoor activities that area provides, it makes perfect sense that the Council should identify and plan for the needs of those persons when they seek to use a Public Toilet.

The Strategy recommends that the Council continues to provide a Public Toilet Service.

(2) Deciding on the correct levels of provision

The Council, like many large Councils, has many remote locations, parks, coastal drives and recreational areas that have benefited from the toilet facilities already installed. Most of these units clearly show evidence of sustained wear and tear from repeated visits, others would benefit from being repaired or replaced. A review of the visitor levels and the seasonal requirements would perhaps highlight the problems that some units face from incoming visitors. Many units have been in situ for over twenty years and as the demographics of some areas have changed, this review would help understand and recognise future needs, continuing with strong focus on the major visitor and holiday attractions such as Newcastle, Spelga and Cranfield, but also assessing requirements for toilets in all towns and densely populated areas.

Despite already having a significant number of Public Toilets, the Council needs to look at its Public Toilet provision, and whether there is any shortfall. There is no legal framework to provide this but British Standard 6465 Part 4 (2010) Sanitary Installations – Code of Practice (COP) for provision of public toilets has been used as a guide.

As a code of practice, this part of BS 6465 takes the form of guidance and recommendations. It should not be quoted as if it were a specification and care should be taken to ensure that claims of compliance are not misleading.

This part of BS 6465 gives recommendations on the location, numbers, siting, design and management of public toilets. It is applicable to the provision of new facilities and to the retention and refurbishment of existing facilities.

Section 11 of the COP provides guidance and recommendations on determining the level of Public Toilets which should be provided. In drawing up this Strategy Officers within the Study Group have considered several measures. They are drawn to the recommendations within the COP under Section 11.2.2.3 as quoted below.

11.2.2.3 The British Toilet Association recommends that “a Local Authority should provide no fewer than one cubicle per 550 women and girls and one cubicle or one urinal per 1100 men and boys dwelling in the area”. Any large number of people visiting the area regularly would have to be added to these population numbers. These figures might not apply to every situation, but they can be used as a guideline when assessing whether overall toilet provision is likely to be adequate or not.

In interpreting this recommendation, it is proposed that the standard that the Council will seek to achieve is to provide a Public Toilet in all settlements which have a population exceeding 1000. If this is accepted, then by examining the populations of the Council's various settlements and having regard to current Public Toilet provision it is possible to determine settlements exceeding a population of 1000 which do not have a Public Toilet.

A framework will help Council to address this issue and using the population density (figures obtained from 2011 census contained within Appendix B: Population and Household Figures) will assist in identifying any shortfall there may be within the district. As previously discussed within this strategy, towns and villages with a headcount of over one thousand persons should be an automatic benchmark for provision.

Taking this recommendation and referring to the population density (figures obtained from 2011 census contained within Appendix B: Population and Household Figures)

the following settlements are identified as not having a Public Toilet but having a population over 1000 - Dundrum, Drumaness, Killough, and Mayobridge.

In determining how to meet such identified needs, this Strategy proposes the following thought process be undertaken.

1. Is there another Council facility within the town/village that could be used?
2. Is there another public building that could be used, and that the authority is willing to put forward its facility as a Public Toilet during its opening hours?
3. Is there a commercial business locally that is willing to put forward its facility as a Public Toilet during its opening hours?
4. If none of the above are options within the town/village listed, then consideration to be given for development of a new public toilet facility (subject to a Business Case / Finance approval).

(3) A review of Internal and External condition and readiness

A full review of the structural integrity of each building has been commissioned and carried out for this Strategy and the results are attached (Appendix A). Furthermore, a complete Scoping Review was completed by the BTA showing the condition of the internal fixtures and fittings. Information has been collated regarding anticipated usage and known levels of damage or vandalism from varying degrees of anti-social behaviour. All this data can now be combined to allow the Council to devise a business case for each individual site and agree a management plan on a series of maintenance and remedial works.

The proposed programme for each of the facilities is provided at Appendix C.

(4) Cleanliness and Maintenance Issues and Opening/Closing of Facilities

Having to provide and maintain a regular and consistent level of cleaning and servicing of the Council's Public Toilets has proved to be an extremely difficult task. There is also a variance in opening hours which has been a cause for complaint.

The Strategy proposes a review of these issues. Such review should identify how each of the issues; opening/closing regimes, cleaning, and maintenance are currently managed and how such systems meet the Council's expectations for this public service. Feedback to date would indicate that there are shortfalls in each of these areas. Should this be confirmed from the review then the report arising from the review will clearly define these and provide costed options for how improvements may be achieved.

(5) Identify and encourage other Council facilities to become more publicly available

The Council has identified other potential Council facilities that could be included as

part of its Public Toilet provision and proposes to seek to include these sites subject to assessment and agreement. These would potentially include Leisure, Recreation and Community Centres, Parks and Gardens, Museums and Town Halls, and all publicly accessible buildings.

To take this forward a management plan would need to be initiated and designed to encourage and utilise Council owned/run facilities to make their toilet blocks available for the general public. This should be achievable for a relatively small investment of money, time and materials.

NB: Community Centres would need to be carefully considered and treated as a special case study because of their use as creche and or child and family friendly areas.

(6) Establish partnership links with public/private companies and organisations

During comparative studies it was noted many Local Authorities engaged with local traders and commercial vendors who were keen to achieve a higher footfall. Visitor numbers were substantially increased when these public buildings promoted their in-house toilet facilities to the public. It was also noted that these units are usually very well kept and maintained – drawing in significant numbers of visitors and tourists.

The Strategy proposes that the Council identify sites within the district and work to establish a network of links or partnerships with the management of these public and commercial providers to increase the availability of Public Toilets across the district.

(7) Providing Changing Places toilets

Changing Places toilets are designed so that they are completely accessible and provide sufficient space and equipment for people who are not able to use the toilet independently. They must be an extra facility, in addition to the accessible toilets for independent use.

There must be adequate space in a Changing Places: three metres by four metres is the recommended minimum, with a ceiling height of at least 2.4 metres.

Equipment that should be included is: changing bench, hoist, toilet, washbasin, curtain or screen, non-slip flooring, large waste bin (for disposal of pads etc), grab rails and emergency alarm.

Currently, there are only three custom Changing Places toilet facilities operated by the Council: Newry Leisure Centre, Downpatrick Leisure Centre and Downshire Civic Centre, Downpatrick.

Over 1440 Changing Places facilities have been installed across the UK and Ireland, with a total of thirty-five sites now operating across Northern Ireland. A socially

inclusive and equality driven Council needs to strategically consider this type of facility as part of its overall Public Toilet provision.

(8) Measures to eradicate or control persistent social misuse and vandalism

The Councils Public Toilets are provided on a free of charge basis. Many UK authorities have already embraced the concept of charging a small fee for entry.

Paddle gates and single user units with coin operated locks are now very commonplace throughout the UK. Charges vary from 20p to £1.00 depending on the volume of traffic and the location of the toilet block. The majority of installations using any of these types of charging mechanisms are reporting considerable drops in congregation, loitering and serious misuse within these toilet areas. Incidents regarding anti-social behaviour appear to be considerably reduced and the toilets are reported easier to keep clean and in a serviceable condition. In addition to the revenue income and the revenue saved by fewer replacement items being fitted there is a significant reduction in the cleaning schedules. Persons having to pay seem to respect the units and therefore substantially less incidents are recorded.

The latest advancement has now seen the introduction of "swipe-card" technology. Many Councils have already embraced card payments instead of cash. This new payment method has a number of immediate and direct advantages. No collection process required, no measurable risk of theft (cash-less) and greatly reduced levels of damage (removal of the temptation/reward). Some Councils are operating a local Council Card for visitors and persons with special needs.

The Strategy recommends that the Council consider the installation of paddle gates in sites that have experienced high levels of anti-social activity and misuse – perhaps beginning with the minimum 20p charge.

(9) Developing a corporate design or identity

Using a generic colour scheme and design for the toilet facilities would greatly enhance the visitor perception and feeling of safety with these units. Interchangeable panels and sanitary fittings can significantly reduce down-time and units being out of service. With corporate identity comes corporate responsibility - a feeling of being part of the greater whole. Council would benefit from embracing a common colour scheme, fixtures and fittings and psychologically users would feel safer and more willing to use these publicly accessible units.

Most of the major toilet provision organisations across Europe and globally have a consistent theme and colour branding for their realm of toilets. This can be achieved reasonably cheaply with an inhouse design and agreed colour scheme. The corporate identity should be carried through to the council webpage for toilets and could be used for all mailings and servicing requirements. If local toilet maps, or

even an electronic mapping system, is introduced these would also require corporate branding identity.

The Strategy recommends that the Council consider corporate branding of its facilities as part of future capital and revenue works to improve existing Public Toilet provision.

(10) Improve Communication and Information on available Toilet Facilities

There is little or no street signage for the public toilets in the district. This is an issue for visitors to our area who do not know where Council's Public Toilets are located.

Annalong is a prime example, it is a substantial building, but set well back from the main road and hidden by the local community centre. Newcastle has no signage to direct anyone towards the 6 units that provide public toilet facilities across the town – this is less of an issue for local residents, but cause non-residents significant difficulties in locating the facilities.

The Strategy recommends that the Council consider signposting its Public Toilet provision by use of physical signs, printed material, Council Website and other media. The installation of multi-use information boards giving tourism and event information alongside public notices and Council advertising could achieve savings and heighten public/visitor awareness.

Summary of Recommendations

The recommendations arising from the twelve key issues discussed above can be summarised in the nine recommendations below.

1. The Council will remain committed to providing a Public Toilet Service across the district.
2. The Council will undertake identified capital and revenue works to improve its existing Public Toilet provision and where feasible meet newly identified need.
3. The Council will consider corporate branding of its facilities as part of future capital and revenue works to improve existing Public Toilet provision. It will ensure the needs of people with Autism, Dementia, and other health conditions are considered as part of future capital and revenue works to improve existing Public Toilet provision.
4. The Council will review the opening/closing times of its Public Toilets and consider extending these to meet identified need.

5. The Council will review how its Public Toilets are managed, cleaned and maintained with the view of reducing inconsistencies and providing an improved service.
6. The Council will consider including other suitable Council facilities, Public buildings and private businesses as part of the overall Public Toilet provision.
7. The Council will consider providing Changing Places facilities as part of its Public Toilet provision.
8. The Council will investigate the introduction of charging at some facilities as a means of reducing vandalism and anti-social behaviour.
9. The Council will consider how information concerning the location and availability of its Public Toilet provision can be made available to all user groups.

5.0 CONCLUSIONS AND ACTION PLAN

The Council seeks to provide or facilitate the provision of clean, safe, accessible and sustainably functional toilets for both residents and visitors to the district. It aims to deliver a Public Toilet service that can meet the expectations of everyone, and to ensure facilities are available at key locations in high demand areas throughout the district.

This review of service provision currently provided would indicate that the Council is falling short of achieving this aim. The recommendations as presented within this Strategy provide a pathway to achieving this aim.

It is important that the Council take account of its communities' views and so prior to finalising the Strategy it is proposed that there is a period of consultation (12 weeks) with the public on the recommendations within this Strategy.

Recommendations and comments from the public consultation will be taken into consideration prior to approving the Strategy.

The Strategy has identified twelve recommendations. These recommendations may be best taken forward through the rollout of defined work packages (WP) as detailed below:

- **WP1** – A study on how the Council can extend its Public Convenience service, e.g. CTS, use of other Council facilities, public buildings, and new build facilities (Killough). This work package will require detailed research and consultation with a number of Stakeholders. A Business Case is then required to be presented to Council.
- **WP2** – Capital Works and Revenue Works Programme – Details already provided within this strategy document should follow with a detailed Business Case to be presented to Council.
- **WP3** – Review of how the Council clean and maintain their Public Conveniences – Detailed Business Case to be presented to Council.
- **WP4** – Review of opening hours of all Public Conveniences – Business Case presented to Council with view of amalgamating opening hours for all facilities.
- **WP5** – Review of Changing Places need within the district – Research needed to exact requirements of Changing Places facilities and consultation with all Stakeholders to ensure correct locations are found.

Detailed Business Case to Council following this research and consultation.

- **WP6** – Combating anti-social behaviour and vandalism – More detailed research into facilities which have high anti-social behaviour, and consultation with Elected Members and PSNI to identify a way forward. Business Case to Council providing costed options on identified solutions.
- **WP7** – Improving Communication and branding of the Council's Public Convenience Service – Liaison with the Council's Marketing/PR Department to identify the best way forward. Business Case to Council on identified solutions.

6.0 EQUALITY SCREENING AND RURAL IMPACT ASSESSMENT

This Strategy has been equality screened and signed off and approved by the Senior Manager responsible for this area of work. It has also been subject to a Rural Needs Assessment.

The findings of the assessments are summarised below.

The Public Toilet Strategy has been equality screened and the outcome is that it not be subject to an Equality Impact Assessment (with no mitigating measures required).

Due regard to rural needs has been considered and a rural needs impact assessment has been completed.



Public Toilet Strategy

STRATEGY DOCUMENT

APPENDIX A

ESTATES DEPARTMENT REPORT STRUCTURAL INTEGRITY OF MAIN TOILET BLOCKS

Public Convenience list			
NUMBER	NAME	CODE	ESTATES RATING
1	Annalong Bloody Bridge	PC NM005	B
2	Annalong Marine Park	PC NM004	A
3	Ardglass Harbour	PC DDC400	B
4	Ballynahinch - Lough Inch Cemetery	PC DDC019	B
5	Ballynahinch Community Centre	PC DDC014	B
6	Ballyhornan	PC DDC009	B
7	Bessbrook The Square	PC NM028	B
8	Castlewellan, Upper Square	PC DDC038	B
9	Crossgar, Lislea Drive	PC DDC045	C
10	Crossmaglen Lough Ross Amenity Area	PC NM058	C
11	Crossmaglen The Square	PC NM055	B
12	Downpatrick, Market Street	PC DDC067	B
13	Downpatrick Quoile Recreation Area	PC DDC074	B
14	Downpatrick Struell Cemetery	PC DDC083	B
15	Dundrum Bay Recreation Area	PC DDC104	B
16	Hilltown, Rostrevor Road	PC NM084	B
17	Hilltown Spelga Dam	PC NM086	B
18	Kilkeel, Lower Square	PC NM118	B
19	Cranfield Blue Flag Beach	PC NM201	B
20	Newcastle South Promenade	PC DDC159	B
21	Newcastle Castle Park	PC DDC145	B
22	Newcastle Centre, B6	PC DDC157	B
23	Newcastle Donard Park	PC DDC148	B
24	Newcastle Downs Road Recreation Area	PC DDC149	B
25	Newcastle Island Park	PC DDC154	B
26	Newry, The Market	PC NM195	B
27	Rostrevor, The Square	PC NM245	C
28	Saintfield, New Line	PC DDC169	B
29	Warrenpoint, Park	PC NM276	B
30	Warrenpoint, The Square	PC NM278	B
31	High Street, Killyleagh	PC DDC 133	A

Condition A	As new condition - Typically build within the last five years or may have undergone a major refurbishment within this period, maintained/serviced to ensure fabric and building services replicate conditions at installation, no structural, building envelope, building services or statutory compliance issues apparent, no impacts upon operation of the building.
Condition B	Sound, operationally safe, and exhibiting only minor deterioration - Maintenance will have been carried out, minor deterioration to internal/external finishes, few structural, building envelope, building services or statutory compliance issues apparent, likely to have minor impacts upon the operation of the building.
Condition C	Operational but major repair or replacement needed in the short to medium-term (generally 3 years) - Requiring replacement of building elements or services elements in the short to medium-term, several structural, building envelope, building services or statutory compliance issues apparent, or one particularly significant issue apparent, often including identified problems with building envelope (windows/roof etc.), building services (boilers/chillers etc.), likely to have major impacts upon the operation of the building, but still allow it to be operable.

Public Toilet Strategy

STRATEGY DOCUMENT

APPENDIX B

POPULATIONS AND HOUSEHOLD FIGURES
(Census 2011)

Population and Households Review

HEADCOUNT AND HOUSEHOLD ESTIMATES NMDDC - 2011 CENSUS DATA

CROTLIEVE DEA

Location	Settlement Type	Population	Households
BALLYHOLLAND	Hamlet	664	215
BARNMEEN	Hamlet	136	54
HILLTOWN	Village	1698	588
LURGANARE	Hamlet	294	118
MAYOBRIDGE	Village	1068	359
ROSTREVOR	Settlement	2788	1087
SHEEPTOWN	Hamlet	333	112
WARRENPOINT / BURREN	Town	8721	3296
TOTAL		15702	5829

DOWNPATRICK DEA

Location	Settlement Type	Population	Households
ANNACLOY	Hamlet	318	105
ARDGLASS	Village	1643	640
BALLYALTON	Hamlet	132	49
BALLYHORNAN	Hamlet	369	166
CONEY ISLAND	Hamlet	57	25
DOWNPATRICK	Town	10874	4192
KILCLIEF	Hamlet	191	74
KILLOUGH	Hamlet	843	346
SAUL	Hamlet	97	35
STRANGFORD	Hamlet	495	232
TOTAL		15019	5864

NEWRY

Location	Settlement Type	Population	Households
NEWRY	City	26893	10136
NEWTOWNCLOGHOGE	Hamlet	457	169
TOTAL		27350	10305

ROWALLANE

Location	Settlement Type	Population	Households
BALLYNAHINCH	Town	5715	2329
CROSSGAR	Village	1892	726
DARRAGH CROSS	Hamlet	490	172
KILLYLEAGH	Settlement	2928	1196
SAINTFIELD	Settlement	3406	1322
SHRIGLEY	Hamlet	437	175
TOTAL		14868	5920

SLIEVE CROOB

Location	Settlement Type	Population	Households
ANNSBOROUGH	Hamlet	767	273
BALLYKINLER	Hamlet	447	170
CASTLEWELLAN	Settlement	2792	1026
CLOUGH	Hamlet	279	105
DRUMANESS	Village	1344	497
DUNDRUM	Village	1551	665
KILCOO	Hamlet	335	122
LOUGHINISLAND	Hamlet	218	86
SEAFORDE	Hamlet	263	111
THE SPA	Hamlet	583	203
TOTAL		8579	3238

SLIEVE GULLION

Location	Settlement Type	Population	Households
BELLEEK	Hamlet	375	127
BESSBROOK	Settlement	2739	1059
CAMLUGH	Village	1081	392
CREGGAN (NEWRY AND MOUR)	Hamlet	227	96
CROSSMAGLEN	Village	1608	641
CULLAVILLE	Hamlet	232	81
CULLYHANNA	Hamlet	326	120
DRUMINTEE	Hamlet	337	125
FORKHILL	Hamlet	498	179
GLASSDRUMMAN (CO. ARMAG)	Hamlet	165	54
JONESBOROUGH	Hamlet	465	163
MULLAGHBANE	Hamlet	596	228
MULLAGHGLASS	Hamlet	125	49
NEWTOWNHAMILTON	Hamlet	800	340
SILVERBRIDGE	Hamlet	112	49
TOTAL		9686	3703

THE MOURNES

Location	Settlement Type	Population	Households
ANNALONG	Village	1796	705
ATTICAL	Hamlet	171	61
BALLYMADEERFY	Hamlet	69	29
BALLYMARTIN	Hamlet	506	175
BRYANSFORD	Hamlet	306	114
DUNNAVAL / BALLYARDLE	Hamlet	161	54
GLASSDRUMMAN /			
MULLARTOWN	Hamlet	110	42
KILKEEL	Town	6521	2555
LISLEA	Hamlet	180	64
NEWCASTLE	Town	7743	3224
TOTAL		17563	7023



Public Toilet Strategy

STRATEGY DOCUMENT

APPENDIX C
Public Toilets Proposed Works

WORKS RECOMMENDATIONS

The information provided below are recommendations for prioritising the anticipated works and seeks to provide an overview of the changes that will be required to streamline the Public Toilet provision and enhance the visitor experience. Some areas will need considerable thought whilst many units simply need attention and upgrading

Many of the remote units (manufactured by Danfo) have been serving the residents and visitors for over 20 years however they have been showing considerable signs of corrosion, internal wear and in many cases of vandalism and damage. A decision is required to repair, replace or remove these units within this capital budget. The table below gives a guide to the priority of works anticipated.



Strategic development to benefit directly from the Capital budget

NEWCASTLE	Amalgamate Central Promenade, South Promenade and Islands Park units into Castle Park to create a central Toilet Block in the centre of the town.
SPELGA	Requires total refit and added enhancement with barrier (pay entry). Review security, safety and maintenance issues.
ROSTREVOR	The Square - Requires total refit and added enhancement.
CRANFIELD	Potential to substantially increase the provision for visitors during holiday periods. Extending the footprint and using shutters to control the overall provision offered at peak times.
CASTLEWELLAN	Upper Square – replace entire facility, keeping shell of building.
DOWNPATRICK	Market Street - replace entire facility, including shell of building.
NEWCASTLE	Donard Park - replace entire facility, including shell of building.
BALLYHORAN	The Rocks – Replace entire facility, keeping shell of building Investigate community involvement.
DUNDRUM	Murlough - Well used by passing traffic. replace entire facility, including shell of building.
ARDGLASS	Harbour Quay – replace entire facility, including shell of building.
CROSSGAR	Lislea Drive – replace entire facility.

SAINTFIELD	Newline – replace entire facility.
DOWNPATRICK	Quoile Road – replace entire facility, keeping shell of building.

A capital budget (£1.2 million) has already been set and agreed by Council and it is expected that the proposals listed above, if approved will be reviewed in detail through the Council's approval system which involves a Business case being drawn up and approved by Council. The Business Case would look at several costed options for addressing the identified need. The Council seeks to ensure that this is a rigorous process to ensure the correct solution is developed which addresses the concern in a manner which is cost effective and efficient.

There is recognition within the Strategy that such improvements whilst having a value, are at a cost, and so consideration on how such costs can be paid for must be given and agreed as part of any planned improvements. Budgets are limited, so every £1 spent on a project is a £1 that cannot be spent elsewhere.



Strategic upgrading to benefit directly from the Revenue budget

NEWCASTLE	Downs Road - refurbish and upgrade.
KILKEEL	Upgrade with coin operated barrier entry and improve security. Encourage community engagement for enhancement and security/control.
ANNALONG	Refurbish and upgrade – Investigate community involvement.
CROSSMAGLEN	The Square - Repair and ongoing maintenance.
KILLYLEAGH	Refurbish and upgrade.
ANNALONG	Bloodybridge - Refurbish and upgrade.
NEWRY	Market - Refurbish and upgrade.
WARRENPOINT	Queen Street and The Square - Repair and ongoing maintenance.
BALLYNAHINCH	Lough Inch Cemetery - Refurbish and upgrade.
DOWNPATRICK	Struell Cemetery - Refurbish and upgrade.
HILLTOWN	Rostrevor Road - Refurbish and upgrade.

Strategic Review required - units that require ongoing maintenance

BESSBROOK	Review usage – Community Centre facilities – Accessibility.
CROSSMAGLEN	Loughross - Review usage – Signage – ongoing costs.
BALLYNAHINCH	Windmill Street – Beside Community Centre – shared facilities.
NEWCASTLE	Central Promenade, Islands Park, South Promenade - With the potential development of the Castle Park facility these units could be removed and amalgamated into the new development.

SUMMARY

Toilet Block	Funding Stream	Upgrade / Move / Review
Cranfield Beach	CAPITAL	EXTENSION
Kilkeel, Bridge Street	REVENUE	REPAIR and UPGRADE
Newcastle, Castle Park	CAPITAL	EXTENSION
Rostrevor, The Square	CAPITAL	REPAIR and UPGRADE
Spelga, Kilkeel Road	CAPITAL	REPAIR and UPGRADE
Murlough Bay, Dundrum	CAPITAL	REPAIR and UPGRADE
Annalong, Marine Park	REVENUE	REPAIR and UPGRADE
Ardglass Harbour Quay	CAPITAL	REPAIR and UPGRADE
Ballyhornan, Rocks Road	CAPITAL	REPAIR and UPGRADE
Castlewellan, Upper Square	CAPITAL	REPAIR and UPGRADE
Downpatrick, Market Street	CAPITAL	REPAIR and UPGRADE
Newcastle Donard Park	CAPITAL	REPAIR and UPGRADE
Newcastle, Downs Road	REVENUE	REPAIR and UPGRADE
Crossmaglen, The Square	REVENUE	ONGOING MAINTENANCE
Killyleagh, High Street	REVENUE	REPAIR and UPGRADE
Hilltown, Rostrevor Road	REVENUE	ONGOING MAINTENANCE
Annalong, Bloodybridge	REVENUE	ONGOING MAINTENANCE
Newry, The Market	REVENUE	REPAIR and UPGRADE
Warrenpoint, Queen Street	REVENUE	ONGOING MAINTENANCE

Warrenpoint, The Square	REVENUE	ONGOING MAINTENANCE
Ballynahinch, Lough Inch Cemetery	REVENUE	ONGOING MAINTENANCE
Downpatrick, Struell Cemetery	REVENUE	ONGOING MAINTENANCE
Crossgar, Lislea Drive	CAPITAL	LOW USAGE – REVIEW
Downpatrick, Quoile Road	CAPITAL	LOW USAGE – REVIEW
Bessbrook, Old Town Hall	REVIEW	COMMUNITY CENTRE – Accessibility
Crossmaglen, Loughross	REVIEW	LOW USAGE – REVIEW LOW
Ballynahinch Windmill Street	REVIEW	DUPLICATION WITH COMMUNITY CENTRE - REVIEW
Newcastle, Central Promenade	REVIEW	CLOSE - UPGRADE OF CASTLE PARK PUBLIC TOILET
Newcastle, Islands Park	REVIEW	CLOSE - UPGRADE OF CASTLE PARK PUBLIC TOILET
Newcastle, South Promenade	REVIEW	CLOSE - UPGRADE OF CASTLE PARK PUBLIC TOILET
Saintfield, New Line	CAPITAL	REVIEW LOCATION

Report to:	Neighbourhood Services Committee
Date of Meeting:	19 th February 2020
Subject:	Cemetery/Burial Charges 2020/2021
Reporting Officer (Including Job Title):	Kevin Scullion, Assistant Director Facilities Management & Maintenance
Contact Officer (Including Job Title):	Gail Kane, Head of Facilities Management

Confirm how this Report should be treated by placing an x in either:-

For decision	X	For noting only	
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1.0	Purpose and Background
1.1	<p>The purpose of this report is to recommend an increase to the Council's cemetery charges to be effective from the 1st April 2020.</p> <p>The Council operates five municipal cemeteries. They are:</p> <ul style="list-style-type: none"> • Monkshill Cemetery, Newry • Kilbroney Cemetery, Rostrevor • Warrenpoint Cemetery, Warrenpoint • Struell Cemetery, Downpatrick • Lough Inch Cemetery, Ballynahinch <p>Charges cover a range of services and are listed in Appendix 1 along with the current charge and the proposed revised charge.</p> <p>The current set of charges were last revised on the 1st April 2017.</p>
2.0	Key Issues
2.1	<ul style="list-style-type: none"> • The Council provides a burial service across the district through its five municipal cemeteries. • There is no prescribed charge for the services offered by the Council as part of its burial service and so it is up to each Council to set its own level of charge or to have no charge. • Current level and proposed level of charging will keep the Council's charges within the average band of Council charges in Northern Ireland. • Burials are being undertaken at a cost to the Council, especially when carried out at weekends or public holidays. • The proposed increase is a 3% increase on the last revision of charges (rounded to the nearest pound) which took place on 1st April 2017.

3.0	Recommendations
3.1	It is recommended to adopt the Cemetery/Burial Scale of Charges 2020/2021 as set out in Appendix 1, to be effective from 1 st April 2020.
4.0	Resource implications
4.1	Officer time – to make Funeral Directors aware of new pricing Scale of Charges and to update Council's burial forms.
5.0	Equality and good relations implications
5.1	It is not anticipated that the proposal will have an adverse impact upon equality of opportunity and good relations.
6.0	Rural Proofing implications
6.1	Due regard to rural needs has been considered.
7.0	Appendices
	Appendix 1: Cemetery Burial Charges 2020 2021
8.0	<p>Background Documents</p> <p><i>This relates to meeting requirements outlined in Part 8 of the Local Government Act (NI) 2014, Access to Meetings and Documents, wherein for four years after a meeting the following must be available at the Council Offices and on the website:</i></p> <p><i>Background papers which are defined as those documents relating to the subject matter of a report which:</i></p> <ul style="list-style-type: none"> <i>a) Disclose any facts or matters which in the opinion of the Chief Executive, the report or an important part of the report is based upon; and</i> <i>b) Have, in the Chief Executive's opinion, been relied upon to a material extent in preparing the report.</i> <p><i>These are documents on which the report, or an important part of the report, is based upon and have been relied upon to a material extent in preparing the report.</i></p>
8.1	None

Appendix 1: Cemetery Burial Charges 2020 2021

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PROPOSED EFFECTIVE DATE 1ST APRIL 2020

TYPE OF FACILITY / ACTIVITY	DETAILS	2019 £		2020 £
Private Grave	Resident	250.00		258.00
	Non-Resident	500.00		515.00
First Opening	Resident	210.00		216.00
	Non-Resident	600.00		618.00
Second Opening	Resident	210.00		216.00
	Non-Resident	600.00		618.00
Burial of Cremated Remains/Burials	Resident	50.00		52.00
under Headstones	Non-Resident	100.00		103.00
Transfer Burial Rights	Resident	40.00		41.00
	Non-Resident	95.00		98.00
Duplicate Grant Per Plot	Resident	40.00		41.00
	Non-Resident	95.00		97.00
Exhumations	Resident	400.00		412.00
	Non-Resident	400.00		412.00
Additional charge for burials after	Resident	50.00/hr		52.00
3.00pm week days	Non-Resident	50.00/hr		52.00
Search fees (Deeds not produced)	Resident	0.00		0.00
	Non-Resident	0.00		0.00
Approval for Erection of Headstone	Resident	50.00		52.00
	Non-Resident	50.00		52.00
Burials of Under 18's		0.00		0.00

Report to:	Neighbourhood Services Committee
Date of Meeting:	19 th February 2020
Subject:	Council invite to participate in Garden Show Ireland 2020
Reporting Officer	Kevin Scullion, Assistant Director Facilities Management & Maintenance
Contact Officer	Jonathan Ellis, Grounds Maintenance Manager

Confirm how this Report should be treated by placing an x in either: -

For decision	X	For noting only	
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1.0	Purpose and Background
1.1	<p>The purpose of this report is to provide the Committee with the details of a request from Antrim & Newtownabbey Borough Council for the Council to participate in Garden Show Ireland.</p> <p>This event runs from the 1st to 3rd of May 2020 and is led and delivered by Antrim & Newtownabbey Borough Council for the first time under the year of "International Plant Health".</p> <p>The Council is being offered the opportunity to apply to take part in the event by being one of the participants to set up a garden display.</p> <p>Participants are advised that their garden should be a colourful display of horticultural excellence which also provide ideas and inspiration to visitors to create sustainable gardens that encourage biodiversity and protect local eco systems.</p>
2.0	Key Issues
2.1	<ul style="list-style-type: none"> • The garden requirements are either an 8m x 4m "Best of Northern Ireland Garden", or a 3m x 3m Promotional Space with cover. • This is a worthwhile event, addressing very topical issues, but it must be considered in totality. To complete the show garden will require significant Council resources to include: <ul style="list-style-type: none"> ○ At least 1 month preparation to source, procure and supply of materials. ○ Approximately 1 week for design, costing & project management for our the Grounds Maintenance Manager. ○ A minimum of 4 staff for 1 week to transport materials to site and construct the garden. ○ Staffing the garden display during the event (in some form, with possible other Council staff involvement) ○ Dismantling the garden ○ Transporting all elements back to Council locations – taking almost a week again to complete.

2.2	<p>The main points of note from the request are:</p> <p>The event is weather dependant, poor weather can render it unsuccessful.</p> <p>The resources to participate in this event will be taken from this is being taken from work in our own areas, at a busy season for our Grounds Maintenance Section.</p> <p>Grounds maintenance staff have already committed to permanent roadside landscape improvements district wide, which will run from February 2020 and into May.</p>
3.0	Recommendations
3.1	<p>Note the content of the report.</p> <p>Council write to Antrim & Newtownabbey Borough Council thanking them for their invitation, wishing them success with their event but to regretfully decline their invitation to participate on this occasion due to restrictions on resources available within the Grounds Maintenance Section in what is one of our busiest time of the year</p>
4.0	Resource implications
4.1	To participate in the event would be at an estimated cost of £10,500.
5.0	Equality and good relations implications
5.1	It is not anticipated that the proposal will have an adverse impact upon equality of opportunity and good relations.
6.0	Rural Proofing implications
6.1	Due regard to rural needs are to be considered.
7.0	Appendices
	Appendix 1: Invitation from Antrim & Newtownabbey Borough Council.
8.0	<p>Background Documents</p> <p><i>This relates to meeting requirements outlined in Part 8 of the Local Government Act (NI) 2014, Access to Meetings and Documents, wherein for four years after a meeting the following must be available at the Council Offices and on the website:</i></p> <p><i>Background papers which are defined as those documents relating to the subject matter of a report which:</i></p> <ul style="list-style-type: none"> <i>a) Disclose any facts or matters which in the opinion of the Chief Executive, the report or an important part of the report is based upon; and</i> <i>b) Have, in the Chief Executive's opinion, been relied upon to a material extent in preparing the report.</i> <p><i>These are documents on which the report, or an important part of the report, is based upon and have been relied upon to a material extent in preparing the report.</i></p>
8.1	None

**1-3 May 2020
Antrim Castle Gardens**

"Best of Northern Ireland Garden"

Dear Chief Executive

I am delighted to be bringing you the news that Garden Show Ireland is returning to Antrim Castle Gardens in 2020 from 1 to 3 May. In an exciting development Garden Show Ireland will be lead and delivered by the Council for the first time.

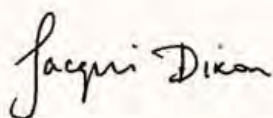
As part of the event we would like to once again celebrate the very best in Councils horticultural expertise with garden displays from each Council outlining ways that gardeners can help in the drive to save our precious planet. Gardeners around the globe are looking for ideas on how to join the effort to create more sustainable gardens in what is the International Year of Plant Health.

I know what an outstanding job is done across Northern Ireland by your various gardening and parks teams to showcase each Council at its best and this is their opportunity to shine and showcase their talents.

I am really hoping that you can use this as an opportunity to motivate your parks teams to participate in the Best of Northern Ireland show garden element of Garden Show Ireland 2020. Full details of the competition are attached. Previous experience of this part of Garden Show has shown what amazing work can be achieved by the Council parks teams and the positive impact that this exercise can have on the individuals and teams who participate.

To this end can I ask that you encourage each of your Council's Parks Services to embrace this opportunity to showcase their many talents and best work whilst also adding some wow factor to this very special Spring event.

Yours sincerely



Jacqui Dixon, BSc MBA
Chief Executive

www.gardenshowireland.com



**1-3 May 2020
Antrim Castle Gardens**

“Best of Northern Ireland Garden”

Garden Show Ireland 2020 once again celebrates the very best in horticultural expertise with garden displays from each Council outlining ways that gardeners can help in the drive to save our precious planet.

Theme

Gardeners around the globe are looking for ideas on how to join the effort to create more sustainable gardens.

2020 is the International Year of Plant Health. Plants make up 80% of the food we eat, and produce 98% of the oxygen we breathe. Yet, they are under constant and increasing threat from pests and diseases.

Climate change and human activities are altering ecosystems, reducing biodiversity, and creating conditions where pests can thrive. At the same time, international travel has tripled in volume in the last decade enabling speedier spread of plant pests and diseases around the world, causing damage to native plants and the environment.

The gardens created by Councils will aim to give visitors to the Show ideas and inspiration to enable them to be part of the effort to protect our plants and our planet while at the same time creating fun, colourful, life-enhancing gardens in our own homes.

Gardens should be a reflection of each area's special ecology, providing ideas to Show visitors on how to create gardens that are rich in biodiversity and local wildlife. Gardens should be inspirational to visitors, showcasing ways to encourage the co-existence of birds, bugs, blooms, butterflies, bats & bees!

Creative interpretations are welcome!

Criteria

The gardens should be a colourful display of horticultural excellence which also provide ideas and inspiration to Show visitors to create sustainable gardens that encourage biodiversity and protect local eco systems.

Explanations of the ideas should be provided in the adjacent promotional space.

Size

Gardens should be **8m x 4m**.

Report to:	Neighbourhood Services Committee
Date of Meeting:	19 February 2020
Subject:	Waste Management Scale of Charges 2020/2021
Reporting Officer (Including Job Title):	Johnny McBride, Assistant Director of Neighbourhood Services (Acting)
Contact Officer (Including Job Title):	Liam Dinsmore, Head of Contracts, Waste Processing & Enforcement

Decisions required:	
To note the contents of the report, and consider and agree to:	
<ul style="list-style-type: none"> • Scale of Charges for Purchase of Wheeled Bins • Scale of Charges for Waste Collection Services; Trade Waste 2020/21 • Scale of Charges for wastes received at Civic Amenity Sites • Scale of Charges for Bulky Collection Service • Scale of Charges for Caravan Sites 	
1.0	Purpose and Background:
1.1	Each year, the Waste Section carries out an analysis of its pricing mechanisms and therefore presents this in the form of its scale of charges for Council consideration for 2020/2021 and to take effect from 1 st April 2020 to 31 st March 2021.
2.0	Key issues:
2.1	<p>Waste Collection charges apply for collection of wastes at Commercial Premises. Charges are levied based on bin size, service requirements and frequency of collection.</p> <p>Council Waste Strategy seeks to encourage recycling and minimisation of black bin wastes.</p> <p>Appendix 1</p> <ol style="list-style-type: none"> 1. Identifies the relevant bin sizes and collection prices for Trade Waste. A 3% increase has been applied in relation to Black, Blue & Brown Bin Collections. 2. Details charges as apply for receipt of Commercial Wastes at commercial Civic Sites. A 3% increase has been applied, rounded to facilitate issue of change, administration and cash handling. 3. Details scale of charges for Purchase of Wheeled Bins. A 3% increase has been applied to All Bin Types. 4. Details charges for Bulky Collection Service. A 3% increase has been applied, rounded to facilitate issue of change, administration and cash handling. 5. Details charges at Caravan Sites. Charges to be based on per bin per collection basis.

	Reference: Report to RTS Committee, 17 October 2018 - Scale of Charges at Caravan Sites.
3.0	Recommendations:
3.1	That the Committee adopt the Proposed Waste Services Scale of Charges 2019/20 as set out in section 2.1 – Appendix 1 .
4.0	Resource implications
4.1	Officer time – to make staff aware of pricing and to update and configure literature and computerised systems.
5.0	Equality and good relations implications:
5.1	It is not anticipated that the proposal will have an adverse impact upon equality of opportunity and good relations.
6.0	Appendices
	Appendix 1: Proposed Waste Management Scale of Charges 2019/2020.



Appendix 1

PROPOSED WASTE MANAGEMENT CHARGES 2020/2021

1. *BIN PURCHASE

BIN PRICES	BLACK (RESIDUAL BIN)	Proposed 2020/21 (3%)	BLUE & BROWN RECYCLING BINS (Domestic & Trade)	Proposed 2020/21 (3%)
140 litre bin collected from Depot	£38.75	£39.91	£19.00	£19.57
240 litre bin collected from Depot	£40.80	£42.02	£20.00	£20.60
360 litre bin collected from Depot	£85.70	£88.27	£42.00	£43.26
660 litre bin collected from Depot	£283.50	£292.00	£141.75	£146.00
1100 litre bin collected from Depot	£320.25	£329.86	£160.12	£164.92
140 Litre bin delivered	£43.75	£44.91	£24.00	£24.57
240 Litre bin delivered	£45.80	£47.02	£25.00	£25.60
360 Litre bin delivered	£95.70	£98.27	£52.00	£53.26
660 Litre bin delivered	£313.50	£322.00	£171.75	£176.00
1100 Litre bin delivered	£350.25	£359.86	£190.12	£194.92
Axles & Wheels collected from depot (140 litre & 240 litre)	£12.25	£12.62	£12.25	£12.62
Axles & Wheels fitted (140 litre & 240 litre)	£16.30	£16.79	£16.30	£16.79
Lid delivery & fitting (only available Greenbank 140 litre & 240 litre)	£13.25	£13.65	£13.25	£13.65

2. *Bulky Household Waste Proposed 2020/21 (3%)

£10.20 (maximum 5 items) **£10.50 (maximum 5 items)**

3. *HRC Commercial Charges (Camlough & Kilkeel Sites Only) Proposed 2020/21 (3%)

Car Boot	£6.40	£6.60
Car Full	£29.60	£30.50
Small van up to 1.5 GVW	£29.60	£30.50
Small trailer up to 2 x 1.5 1.5 m	£29.60	£30.50
Large van assumed weight 0.84 tonne	£91.80	£94.55
Large trailer (twin axel)	£91.80	£94.55
Commercial recyclable waste (max 6 x bags or equivalent)	FREE	FREE
Car Tyre (No commercial tyres accepted) per tyre (max x 4)	£1.50	£1.55

* Note: Prices are V.A.T. inclusive



4. **Trade Waste Residual Bins

Proposed 2020/21 (3%)

140 litre bin collected	£4.15	£4.27
240 litre bin collected	£5.07	£5.22
360 litre bin collected	£7.11	£7.32
660 litre bin collected	£13.29	£13.69
1100 litre bin collected	£21.56	£22.21

5. **Trade Waste Dry Recyclable

Proposed 2020/21 (3%)

140 litre bin collected	£3.19	£3.29
240 litre bin collected	£3.40	£3.50
360 litre bin collected	£4.55	£4.69
660 litre bin collected	£8.89	£9.16
1100 litre bin collected	£13.59	£14.00

6. **Trade Waste Organic

Proposed 2020/21 (3%)

140 litre bin collected	£3.19	£3.29
-------------------------	-------	--------------

**** Note:** Collection charges are V.A.T. exempt

7. Caravan Trade Waste Collection Charges: -

Bin Size / Type	2019/20	*** Previously Agreed 2020/21
1100L Black	£7.00	£14.00
1100L Blue	£3.25	£7.50
240L Black	£1.40	£2.80
240L Blue	£1.25	£1.50
140L Brown	£1.50	£1.50

8. Charities

Charities to pay for purchase of bin, but receive free collection service for 1x240L black, 1x240L blue & 1 x 140L brown per fortnight. Anything over this usage is subject to standard Trade Waste Charges.

***** Note:** Previously agreed at October RTS 2018

Version: 12/02/2020

Increase as part of Rates Estimates 20/21

Report to:	Neighbourhood Services (NS) Committee
Date of Meeting:	19 February 2020
Subject:	DAERA Capital Grant Programme
Reporting Officer:	Johnny McBride, Assistant Director: Waste Management (Acting)
Contact Officer:	Liam Dinsmore, Head of Waste Processing & Enforcement

<table><tr><td>For Decision</td><td>X</td><td>For Noting Only</td><td></td></tr></table>		For Decision	X	For Noting Only					
For Decision	X	For Noting Only							
1.0	Purpose & Background								
1.1	The purpose of this report is to agree with the Committee a range of projects which will form part of an application to the DAERA capital grant programme (2019-22).								
1.2	The capital programme seeks to use capital investment to improve the quality of recyclates, increase recycling and support behavioural change. A total fund of £23 Million is currently available from DAERA.								
2.0	Key Issues								
	<u>Proposed Projects</u>								
2.1	Any application must be submitted in accordance with the criteria of the programme, and must include initiatives to reduce waste, reduce materials and provide materials for reuse.								
2.2	The proposed projects are provided at Appendix I and grouped under three broad headings, including: i. Infrastructure: the continued upgrade of existing facilities; ii. Communications: increased recycling through supporting behavioural change; and iii. Strategy waste issues: which includes longer-term projects arising from the Council's current Waste Management Strategy.								
2.3	The estimated value of the schemes in each of the remaining financial years of the programme, are provided below: <table><tr><th>YEAR</th><th>Value of Grant-aid sought (£)</th></tr><tr><td>2019/20</td><td>113,000</td></tr><tr><td>2020/21</td><td>489,300</td></tr><tr><td>2021/22</td><td>228,000</td></tr></table>	YEAR	Value of Grant-aid sought (£)	2019/20	113,000	2020/21	489,300	2021/22	228,000
YEAR	Value of Grant-aid sought (£)								
2019/20	113,000								
2020/21	489,300								
2021/22	228,000								
2.4	Although the current programme expires in March 2022, DAERA has requested early sight of potential projects Councils may be considering after this date. This in the event additional capital funding becomes available in future years. Authority is sought from the Committee to develop potential projects that could form part of any application for future funding (post								

	2022). Once these potential projects are scoped out in a more detail, a further report will be brought back for Committee consideration.
3.0	Recommendations
3.1	<p>Members are asked to consider and agree to:</p> <ul style="list-style-type: none"> ▪ The proposed projects to be submitted to the DAERA capital grant programme (as set-out in Appendix I); and ▪ Authorise Officials to develop additional projects for inclusion in any future capital grant programme from DAERA. A future report to be tabled at Committee, once detailed scoping has been completed.
4.0	Resource Implications
4.1	<p>There are a several resource implications attached to this report. Although the Council may be successful in securing capital grant funding, any revenue implications will be borne by the Council. The majority of these are likely to have a positive effect on revenue budgets, due to increases in recycling effectiveness. These potential costs cannot be identified at this stage, however further reports will be tabled at Committee detailing these once the capital grant funding has been secured and the potential financial implications identified. DAERA has also appointed WRAP to assist Councils with project development.</p>
5.0	Equality & Good Relations Implications
5.1	<p>There are no equality and good relations arising from this specific report.</p>
6.0	Rural Proofing Implications
6.1	<p>There are no rural proofing implications arising from this specific report.</p>
7.0	Appendices
	<ul style="list-style-type: none"> ▪ Appendix I – proposed projects to be submitted to the DAERA capital grant programme

Projects for submission to DAERA Grant-aid Scheme 2019/2022

Year	Projects
2019/20	1. Refurbish three existing Household Recycling Centres
	Total = £113,000
2020/21	2. Refurbish five existing Household Recycling Centres
	3. Communications activities to eliminate recyclates in Black bin
	4. Purchase software for Refuse Collection operations
	5. Implement new Street Litterbins to segregate street litter waste and redirect from general waste.
	6. Purchase of two Refuse Collection Vehicles (RCVs)
2021/22	7. Purchase of two hundred Street Litterbins
	Total= £ 489,300
2021/22	1. Upgrade all HRC signage
	2. Use of waste reduction advertising vehicle wraps
	TOTAL = £228,000

Waste Prevention Programme 2019 – ‘Stopping Waste in its Tracks’.

The Department of Environment prepared the first Waste Prevention Programme for Northern Ireland – ‘The Road to Zero Waste’ by December 2013. This was required by Article 29 of the Waste Framework Directive [2008/98/EC]. Thirteen waste prevention actions were proposed that have been implemented or are ongoing. There is a requirement to review and, if necessary, revise the Programme every six years.

This programme is an interim measure designed to meet the legal requirements set out in the Waste Framework Directive and the Waste Regulations (Northern Ireland) 2011. It provides information on the actions the Department is currently undertaking and planning to implement, which will address waste prevention in Northern Ireland but does not seek to introduce any new waste prevention policies. Due to the interim nature of this programme, there are no specific consultation questions, rather, we welcome broad views and comments on the actions. Key objectives are; stimulating a culture of resource efficiency in all organisations, encouraging re-use and repair of products, developing and supporting information and awareness campaigns; in particular in relation to food waste, improving producer responsibility schemes and encouraging less waste generation. Responses will be used to inform waste prevention policy following the transition to a post EU Exit environment and the introduction of the Circular Economy Waste Package (CEWP).

Section 75 of the Northern Ireland Act 1998 places a duty on public authorities to have due regard to promote equality of opportunity. The Department has completed an initial Equality Impact Assessment screening exercise in order to ascertain if the proposed penalties will have an impact on the Section 75 groups and has concluded that no adverse differential impact is likely. Therefore, the Department does not consider a full Equality Impact Assessment to be necessary.

Rural proofing is a process to ensure that all relevant Government policies are examined to assess whether or not they have a different impact in rural areas. It is considered that there are no negative impacts on rural productivity or the provision of services to the rural community as a result of these proposals.

The Human Rights Act 1998 implements the European Convention on Human Rights. The 1998 Act makes it unlawful for any public authority to act in a way that is incompatible with these rights. The Department considers that the proposals detailed in this consultation paper are compatible with the Human Rights Act 1998.

A Habitat Regulations Assessment screening exercise was conducted to establish the likely impact of the Waste Prevention Programme on Northern Ireland's Natura 2000 sites. The findings of this screening exercise indicate that the actions proposed for the inclusion in the Waste Prevention Programme for Northern Ireland 2019 are unlikely to have any significant, detrimental effects (either alone or in combination with other plans or projects) on Natura 2000 sites.

A summary of responses to this consultation will be published on the DAERA website at: www.daera-ni.gov.uk/. The summary will include a list of organisations who responded but not personal names, addresses or other contact details.

Information provided in response to this consultation, including personal information, may be made available to the public on request, in accordance with the requirements of the Freedom of Information Act 2000 (FOIA) and the Environmental Information Regulations 2004 (EIRs). DAERA may also publish the responses to the FOIA/EIR requests on www.daera-ni.gov.uk/

If you want information, including personal information, such as your name, to be treated as confidential, please explain clearly in writing when you provide your response to the consultation why you need to keep these details confidential. If we receive a request for the information under the FOIA or the EIRs we will take full account of your explanation, but we cannot guarantee that confidentiality can be maintained in all circumstances. However, DAERA will not permit any unwarranted breach of confidentiality nor will we act in contravention of our obligations under the Data Protection Act 1998 (DPA). An automatic confidentiality disclaimer generated by your IT system will not, of itself, be regarded as a confidentiality request.

DAERA is the data controller in respect of any personal data that you provide, and DAERA's Privacy Statement document, which gives details of your rights in respect of the handling of your personal data, can be found at: <https://www.daera-ni.gov.uk/publications/daera-privacy-statement-document>

The consultation is open from **22nd January 2020**. This is an eight week consultation, responses should be received by **18th March 2020**. Consultation responses may be **emailed to** wpp@daera-ni.gov.uk.

Or sent by post to: Single Use Plastics, Waste Recycling and Waste Prevention Team

Environmental Policy Division
Ballykelly House
111 Ballykelly Road
Ballykelly
Limavady
BT49 9HF

This consultation is in line with consultation guidelines, which can be found at: <https://www.nidirect.gov.uk/articles/public-consultations>

If you have any comments or complaints about the consultation process, please address them to the Environmental Policy Division at the address above, or email wpp@daera-ni.gov.uk

Copies of the consultation document can also be made available, on request, in alternative formats e.g. in large print, Braille disc, audio cassette and other languages. Please contact 028 7744 2087 to arrange such copies, or to discuss the consultation more generally. For those with hearing difficulties, leave a message on DAERA's text phone (18001 028 7744 2087)

We look forward to receiving your responses.

Yours faithfully,



Rachael Hook
Waste Prevention and Resource Efficiency
Environmental Policy Division
Department for Agriculture, Environment and Rural Affairs



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

www.daera-ni.gov.uk

Waste Prevention Programme 2019

‘Stopping Waste in its Tracks’

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1. Introduction

1.1 What is Waste Prevention?

The best way to deal with waste is to prevent it from being created in the first place. Waste prevention focuses on at-source waste production, reducing the amount and toxicity of waste before recycling, composting, energy recovery and landfilling become options. It also includes measures to reduce the adverse impacts of waste on the environment and human health. Waste prevention can be achieved by reducing the quantity of material used in the creation of products and increasing the efficiency with which products, once created, are used. Preventing waste can also be achieved by limiting unnecessary consumption and encompasses actions once a product reaches its end-of-life. Rather than discarding the product, reuse, repair or refurbishment can be considered as options. Waste prevention supports the principles of a circular economy.

1.2 The Waste Hierarchy

All forms of dealing with waste are covered in the “waste hierarchy”. This legally binding hierarchy, introduced in the European Waste Framework Directive (WFD) [2008/98/EC], has established an order of preference for actions in sustainable waste management. If properly implemented, it minimises the amount of waste generated and improves the overall waste management process.



Figure 1

The waste hierarchy forms the policy context for managing waste.

1.3 Circular Economy

The circular economy refers to the notion of the continual use of resources and the elimination of waste. In contrast to the current linear system of "make, use, dispose", a circular economy keeps resources in use for as long as possible, extracting the maximum value from them and minimising the generation of waste. Products and materials are then recovered and regenerated at the end of each service life.

Circular economy principles build on elements of the traditional waste hierarchy and move toward a cyclical, or closed loop system, demonstrating the need for 'life cycle thinking' in order to create a more sustainable, low carbon, resource efficient and competitive economy.



Figure 2

Waste prevention is an essential component of an effective circular economy. It both helps prevent waste from having a negative impact on the environment and health and directs it to more efficient uses. The actions required to move toward a more circular economy are twofold. In the first instance, waste must be reduced in order help eliminate the use of virgin materials and to support our finite biosphere. Secondly, the waste that is generated must be used in a resource efficient manner. This can be achieved in a number of ways. Encouragement and education to create a culture that values its resources is of high importance, as well as making information about how to reduce waste, how to reuse and how to repair easy to access. There is a responsibility for producers to undertake building waste into

design and alternative business models must be implemented to enable the success of circularity. Eco-design is important to help achieve this, as well as the introduction of producer responsibility schemes.

As well as creating new opportunities for growth, a more circular economy can:

- reduce waste;
- help create 'green' jobs;
- drive greater resource productivity;
- deliver a more competitive economy;
- position Northern Ireland to better address emerging resource security and scarcity issues in the future;
- help reduce the environmental impacts of our production and consumption.

Many of the areas for action listed in section 4 of this programme already incorporate the principles of a circular economy, for example, prosperity agreements which help reduce waste while promoting circular activities and resource efficiency at the same time as ensuring positive business growth and development.

2. Review of the 2013 Waste Prevention Programme - 'Road to Zero Waste'

The WFD requirement to produce a Waste Prevention programme was transposed into The Waste Regulations (Northern Ireland) 2011¹.

The EU Legislative Framework requires Member States to;

- Establish waste prevention programmes, initially, by December 2013, which were to be reviewed and revised every six years,
- Assess existing national waste prevention measures,
- Define national waste prevention objectives,
- Evaluate the suitability of the strategies for inclusion in national waste prevention programmes,
- Take appropriate measures to promote product reuse,
- Support the establishment and development of reuse and repair networks, as well as public procurement criteria and quantitative objectives for reuse,
- Determine qualitative or quantitative benchmarks for waste prevention measures,
- Adopt targets and indicators, if appropriate, to monitor and evaluate the success of waste prevention measures and progress towards objectives.

The Department of Environment subsequently published the first Waste Prevention Programme for Northern Ireland – “The Road to Zero Waste”. Thirteen waste prevention actions were proposed that have either been implemented or are ongoing (Annex A). A significant aim of the programme was to reduce waste and decouple waste generation from economic growth. It was intended to encourage people to use resources efficiently and generate less waste. This has been achieved through actions such as the introduction of separate food waste collections, which was accompanied by behaviour change campaigns. This has been very successful,

¹ Northern Ireland Statutory Rules 2011 No. 127 <http://www.legislation.gov.uk/nisr/2011/127/contents/made>

evidenced in the diversion of biodegradable material to landfill by over 950,000 tonnes since its implementation in 2015.

2.1 Legal Background to Waste Prevention

The WFD provides a legal framework for all European waste legislation. Along with legislation on hazardous waste and waste shipments, this provides a framework for defining waste, ensuring it is handled without causing damage to the environment or human health and for controlling conditions for moving waste throughout Europe. The WFD has evolved over that time. In 1975, when it was implemented, Member States were simply tasked with encouraging waste prevention. As EU policy highlighted the need to achieve decoupling between economic growth and environmental pressures, waste prevention and management became a priority. Responding to this priority, the 2008 update to the WFD defined waste prevention for the first time, and emphasised the waste hierarchy, with waste prevention at its apex.

The waste prevention programme has to be reviewed every six years. The review of the actions in Annex A of this document, fulfil this obligation. Of the thirteen action points listed, seven have been brought forward and updated for inclusion in this programme.

2.2 Decoupling of Waste Generation and Economic Growth

Historical trends in most industrial economies show that resource use (and the resulting waste generation) has been linked to economic activity.² It has however been demonstrated that it is possible to decouple economic growth from resource use through resource efficiency by “doing more with less”. The Road to Zero Waste recognised the importance of decoupling waste and growth. However, it also noted that although there appeared to be a decoupling of the relationship between economic growth and waste generation at certain points over the period 2002-2010, analysis over a longer period was required before definitive conclusions could be drawn. The Department of Agriculture, Environment and Rural Affairs, (DAERA) has analysed data from the years following the launch of the Road to Zero Waste.

² Krausmann, F., Gingrich, S., Eisenmenger, N., Erb, K.-H., Haberl, H., and Fischer-Kowalski M. (2009) Growth in global materials use, GDP and population during the 20th century. *Ecological Economics* 68(10), 2696-2705

Figure 3 displays the relationship between economic growth and waste generation for the years 2002 – 2017, taking 2002 as the index year. Overall, Gross Value Added (GVA) per capita rose from £14,142 to £21,172 while there was a fall of waste arisings per capita from 603kg to 523kg.

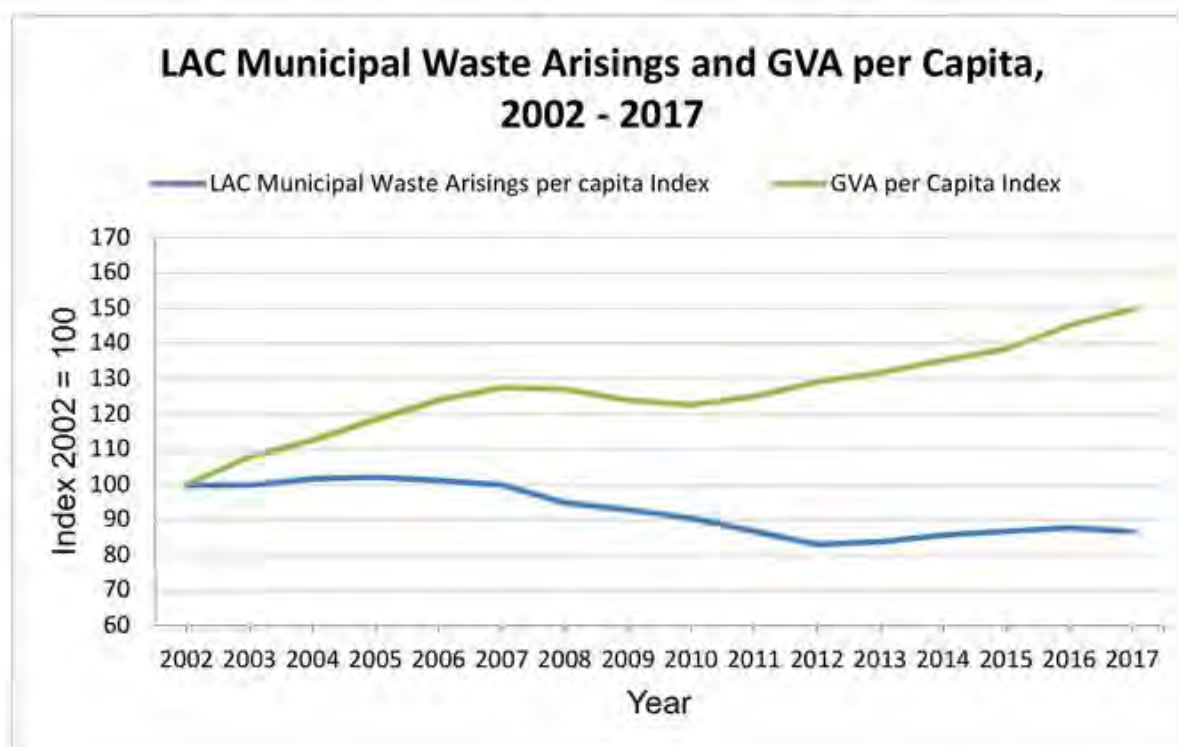


Figure 3

It is difficult to confirm that the relationship between waste arisings and GVA has decoupled due to the number of factors involved. To help interpret the data, Figure 4 shows an index of the ratio of waste arisings against GVA taking 2002 as the base year with a value of 100. This shows that, for every unit of GVA produced, waste arisings per capita has decreased.

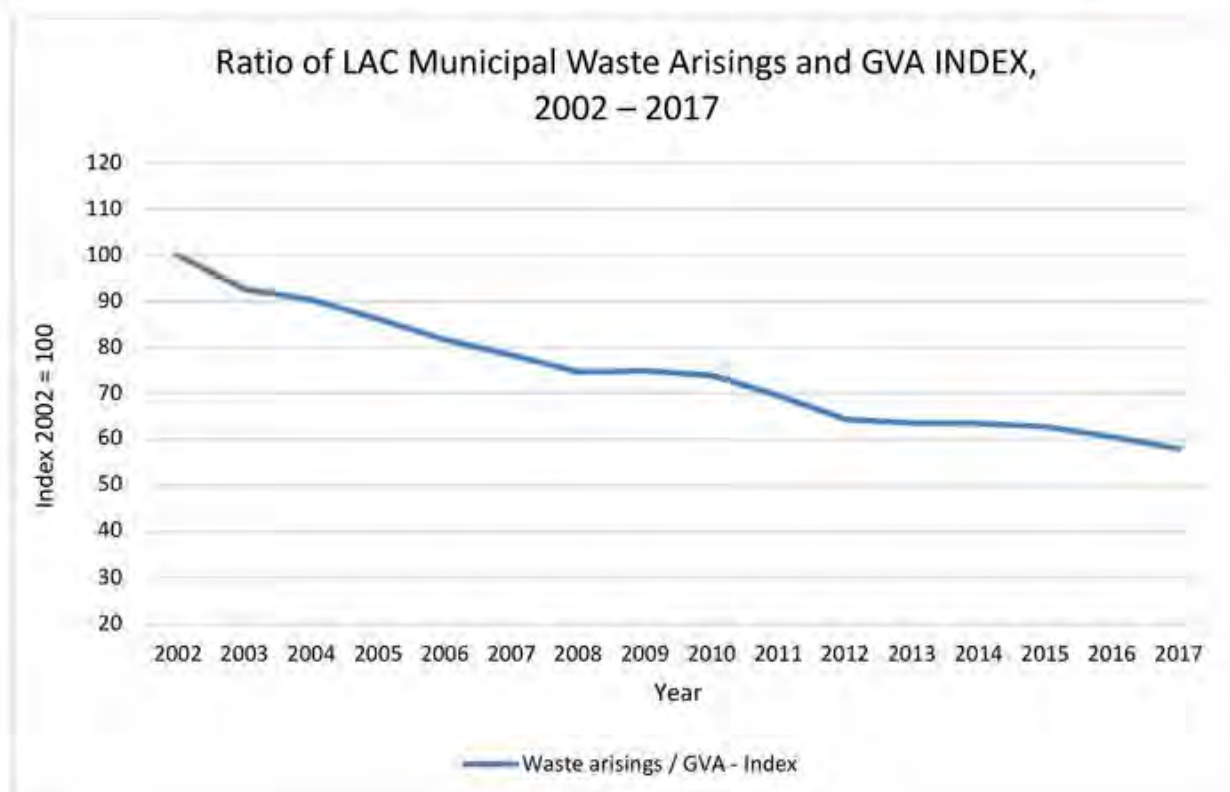


Figure 3

2.3 Food Waste

One action worth singling out, following the review of 'The Road to Zero Waste', is the introduction by the DAERA of the Food Waste Regulations (Northern Ireland) 2015³. These regulations place a duty on food businesses producing in excess of 5kg of food waste per week to present food waste for separate collection and effectively ban separately collected food waste from going to landfill.

The regulations also require district councils to provide receptacles for the separate collection of food waste from households. All Councils in Northern Ireland have successfully introduced household food waste collections resulting in 950,810 tonnes of biodegradable waste being diverted from landfill from 2015-2019. Most council collected organic waste is sent for composting, with some being sent for anaerobic digestion. This has resulted in a significant fall in the amount of organic waste being sent to landfill.

³ Northern Ireland Statutory Rules 2015 No.14 <http://www.legislation.gov.uk/nisr/2015/14/made>

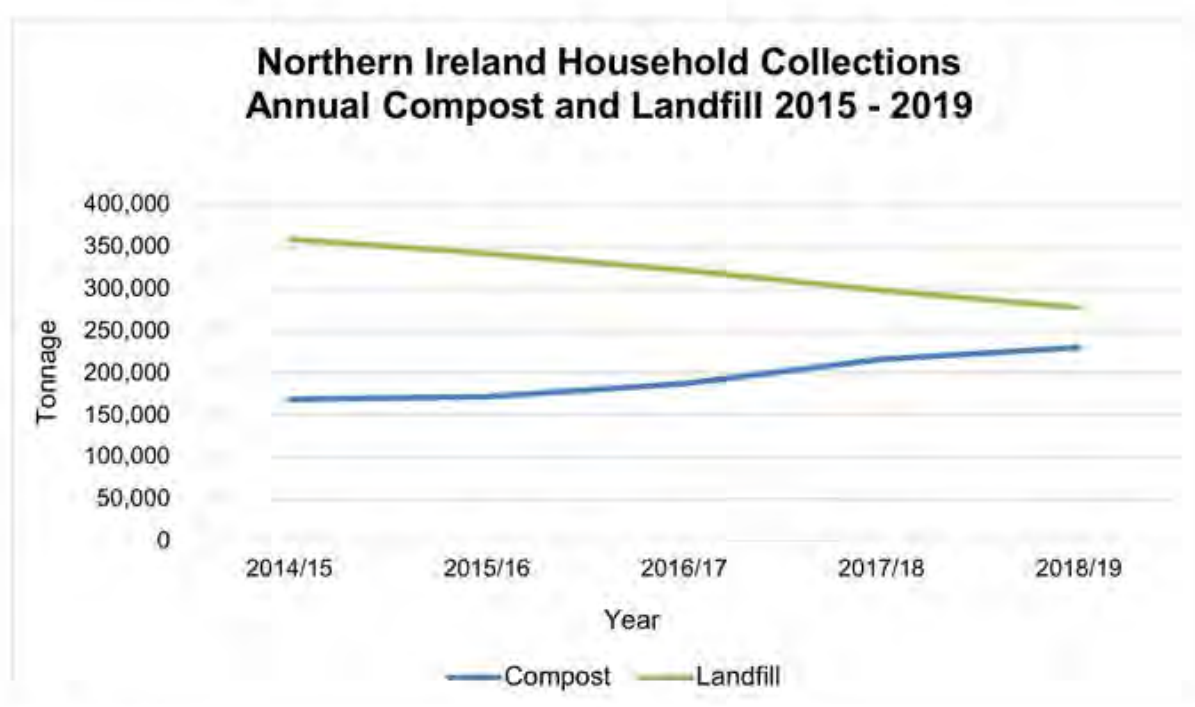


Figure 4

Separate collection of food waste has positively impacted the levels and quality of waste recycling. There is still an issue of organic waste in residual bins, with a recent WRAP study showing that up to 24.7% of residual waste is organic, but local councils are working to improve performance further. DAERA is supporting this work through engagement with councils, both directly and through the WRAP, with actions such as awarding grants for food waste recycling campaigns.

The separation of food waste has had positive effects on the collection of dry mixed recyclables by reinforcing the recycling message leading to an increase in dry mixed recyclable collections. Further benefits include the reduction of contamination in dry mixed recyclables, improving the quality for recycling processes. Recent published figures show that in 2018/19, 50% of household waste was sent for preparing for reuse, dry recycling and composting.⁴ This is the highest rate ever recorded for Northern Ireland.

⁴ <https://www.daera-ni.gov.uk/publications/northern-ireland-local-authority-collected-municipal-waste-management-statistics-2018>

In addition, some councils have reported that after an initial spike, the volume of organic waste collected has decreased. Anecdotal evidence from doorstep interviews and social media feedback suggests that following the introduction of the separate food waste collection many householders have become aware of the quantity of food that they are wasting unnecessarily and have taken steps to reduce this.

3. Stopping Waste in its Tracks – Waste Prevention Programme 2019

Building on 'The Road to Zero Waste' 2013 programme it is proposed to continue to support waste prevention through this updated programme, 'Stopping Waste in its Tracks'.

3.1 The Waste Prevention Programme Framework

The way in which waste is dealt with has changed dramatically over the last twenty years in Northern Ireland, as have attitudes towards it. There has been a large decrease in waste being disposed of to landfill (29% of all household waste in 2018/19, compared to 32.6% in 2017/18) and an increase in recycling, with recent published figures showing a household waste recycling rate of 50%.⁵ This programme incorporates ongoing actions from the 2013 programme, with the intention of building on the work achieved by the 'Road to Zero Waste' to help support and maintain the upward trend in waste prevention in line with policies of the previous Executive.

Outcome 2 of the Northern Ireland draft Programme for Government framework (PfG) is "we live and work sustainably – protecting the environment" and further to this indicator 29 states that "environmental sustainability" must be increased.⁶ Following this, "Stopping Waste in its Tracks" sets out a plan to enable a more sustainable approach to the use of resources, delivering environmental benefits and supporting economic growth in Northern Ireland in line with the draft Programme for Government. This will be achieved through prioritising efforts to prevent waste in line with the waste hierarchy and reducing the carbon impact of waste, whilst also continuing to promote a range of measures to encourage reuse and recycling, supporting greater resource efficiency. The PfG's outcome 2 supports the principles of a circular economy and the Executive had agreed the need for a Circular Economy Strategy.

⁵ <https://www.daera-ni.gov.uk/publications/northern-ireland-local-authority-collected-municipal-waste-management-statistics-2018>

⁶ <https://www.northernireland.gov.uk/sites/default/files/consultations/newnigov/draft-pfg-framework-2016-21.pdf>

It is proposed that this programme will be an interim programme to meet the requirements of the existing WFD, rather than the new Circular Economy Waste Package (CEWP) which will come into effect in 2020. It would be an option for a further update to the review of the Northern Ireland Waste Prevention Programme to be undertaken following transposition of the CEWP and clarity on the situation following exit from the EU. This programme is, therefore, not intended to introduce new strategic policy departures or to change the landscape of how waste is managed in Northern Ireland at this time. Its core aim is to comply with the requirements of the WFD.

3.2 Programme Aim & Objectives

Aim

To maintain the downward trend in waste arisings in Northern Ireland. This will have a significant impact on meeting EU landfill diversion targets.

Objectives

To achieve this aim and in keeping with the outcomes of the PfG, this programme focuses on the following objectives;

1. Continuing the trend of decoupling economic growth from the environmental impacts associated with waste generation.
2. Continuing to support a culture of resource efficiency, influencing behaviour through awareness raising, education and skills development.
3. Generating less waste.
4. Extending Producer Responsibility schemes.
5. Encouraging the reuse of products and the setting up of systems promoting repair and reuse activities.
6. Developing and supporting information and awareness campaigns; in particular in relation to the management and reduction of food waste.

The next section sets out the actions which comprise the Programme.

4. Areas for Action

4.1. Producer Responsibility

4.1.1 Extended Producer Responsibility

Producer responsibility schemes require that producers take on responsibility for collection and environmental management of their goods with the aim of minimising the impact of waste arising from their goods on the environment through the reduction in the amount of goods produced and used. There are four statutory producer responsibility schemes in Northern Ireland – for packaging, batteries, electrical goods and vehicles. These schemes operate on a UK-wide basis and have been instrumental in improving the environmental management of these goods, e.g. 45% collection rate for portable batteries placed on the market, 80% recycling rate for fridges, 70% recycling rate for packaging.

Extended producer responsibility (EPR) is a powerful environmental policy approach through which a producer's responsibility for a product is extended from the design stage to the post-use stage. This incentivises producers to design their products to make it easier for them to be reused, dismantled and/or recycled at end-of-life, and for waste to be prevented. We consider EPR to be a crucial tool in reducing the amount of packaging waste produced, improving recycling and recyclability and so moving waste up the hierarchy, and stimulating secondary markets. It has been adopted in many countries around the world, across a broad range of products, to deliver higher collection, recycling and recovery rates.

DAERA, alongside the UK Government and the governments in Scotland and Wales is working to maximise value from our resources and minimise waste through the circular use of materials. We are actively exploring ways to incentivise producers to manage resources more efficiently, including placing greater responsibility on producers for the environmental impact of their products and for full net cost recovery through EPR. The concept of EPR must reward good design whilst penalising linear products. In addition to this, the right to repair, as well as adequate information about the product, its durability and life cycle should be guaranteed and safeguarded.

The existing statutory producer responsibility schemes have been in place for some time now, e.g. packaging has been in place since 1998, and are ripe for reform. This year DAERA alongside the UK Government and the governments in Scotland and Wales commence a review of producer responsibility for packaging with view to radically reforming the system.

In February 2019, consultations were launched on a range of proposals for reforming the producer responsibility packaging scheme and the introduction of a Deposit Return Scheme (DRS). We had an overwhelming response to the introduction of DRS in Northern Ireland receiving over 32,000 responses. Further consultations in 2020 will set out the detailed design of the schemes.

We have also commence a review of the producer responsibility schemes for electrical goods and batteries with a view to consideration of reform of these systems in the medium term. Consideration will also be given to identifying priority waste streams which could be made subject to producer responsibility schemes.

Action 1 - Extended Producer Responsibility and Reducing Packaging

DAERA will continue to work in conjunction with the UK Government and the Devolved Administrations to design and implement EPR schemes that are consistent with the polluter pays principle and which aims to reduce the amount of unnecessary and difficult to recycle goods.

4.1.2 Collaboration on Eco-design with Defra and Other DA's

Early and inappropriate disposal of products can create unnecessary waste and products may not have been designed with circularity in mind. Consumers currently do not have affordable and readily available options to extend the lifetime of their products, for example, through reuse schemes, repair and remanufacture.

The associated negative environmental and economic costs from poor product design include:

- Resource depletion due to demand on virgin raw materials
- Lack of markets for recycled/secondary materials,
- Environmental pollution associated with unnecessary waste disposal as products are less likely to be repaired and/or recycled.
- Increased GHG emissions and water usage: even if materials are recycled rather than sent to landfill, this can mean substantial GHG emissions.

The result is that increasingly large volumes of avoidable waste (which could still retain some economic value and product life) end up in landfill, are littered or incinerated. For example, a WRAP study shows the significant environmental impact associated with clothing life-cycle with estimated global footprint of UK consumption of clothing to be 23 MtCO₂e, 7,060 million m³ of water and 1.7 million tonnes of waste in 2016⁷. To improve resource efficiency, the UK aims to extend the eco-design standards to non-energy resource intensive product groups, for example, furniture and textiles. This can help boost the UK repair industry and can deliver wider economic benefits to the economy by providing both low and high skilled jobs.

Action 2 - Collaboration with Defra and Other DA's in relation to Eco-Design

DAERA will collaborate with Defra and other devolved administrations to prepare to extend eco-design standards to a range of non-energy resource intensive product groups with the aim of preventing avoidable waste.

4.1.3 Collaboration with Defra and other Devolved Administrations on Improved Eco-Labeling

In line with the key aspects of resource efficiency and waste hierarchy, encouraging products that are durable, repairable and recyclable can make an important contribution. One of the barriers to doing so is the lack of relevant product

⁷ WRAP (2017); Valuing our Clothes: the cost of UK fashion.

information that enables consumers to make informed decisions on the products they purchase, use and discard.

Eco-labels and consumer information are used around the world to show that a product or service meets a certain standard of environmental performance and provide a level of trust for consumers. They can also combat dubious 'greenwashing' by manufacturers. Whilst a number of private sector eco-labels have emerged that cover a range of aspects around environmental sustainability, the three key resource efficiency aspects of durability, repairability and recyclability are central. Awareness and communication of information can be inconsistent and lacking in clarity. This can make items more difficult to recycle if, for example, product information is missing.

Improving eco labelling can drive the production and consumption of more resource efficient and sustainable products and packaging. It will support aims of protecting natural capital through more resource efficient products being placed on the market and rebalance the use of primary raw materials for more sustainable secondary ones. Providing transparency of information on resource efficient choices can help those consumers who want to make environmentally friendly choices to do so.

Action 3 – Collaboration with Defra and other DA's in Relation to Enhanced Eco-Labeling

DAERA will collaborate with Defra and other DA's to develop new mandatory consumer information and labelling aimed at conserving resources and preventing waste.

4.2. Plastic Waste

4.2.1 Tackling Plastics

The 2013 Road to Zero Waste focused on actions such as the "Rethink Waste" campaign, a communications campaign which included waste prevention messaging, as well as the recycling of plastics. Following on from this, and taking into account the recent upsurge in public consciousness surrounding the issue of plastic pollution, DAERA is funding a project which is being delivered by Keep Northern Ireland Beautiful aiming to reduce plastic waste by a number of measures including:

- raising awareness of the benefits of reusable items through media communications, seminars and focus groups,
- building upon the research that is generated as part of the project and taking this forward to develop future actions,
- changing behaviours by engaging with businesses, schools, local councils and the general public.

Action 4 - Tackling Plastics Project

DAERA will aim to reduce plastic waste through a number of mechanisms being delivered as part of the Tackling Plastics Project that Keep Northern Ireland Beautiful are undertaking on behalf of the Department.

4.2.2. Carrier Bag Levy

The Single Use Carrier Bag Levy was introduced on 8th April 2013 through the Single Use Carrier Bag Levy Regulations (Northern Ireland) 2013. This required all retailers to apply a 5p charge for new carrier bags. It was extended further in January 2015 to apply to all carrier bags with a retail price of less than 20 pence. The overriding objective of the levy is to protect the environment and achieve significant reductions in the number of single use plastic bags circulating in Northern Ireland. Reusing carrier bags saves natural resources and reduces the need for landfill. It is estimated prior to the levy being introduced 300 million single use bags were used each year in Northern Ireland.

Since implementation the levy has delivered the removal of over 1 billion bags from circulation. Published validated statistics show that in 2017/2018 (Year 5 of the 5p levy), 98.8 million bags were dispensed by retailers; a reduction in bag numbers of 67.1% compared to the baseline figure of 300m in April 2013. This was 1.1% lower than Year 4, with 1.1 million fewer bags dispensed. The carrier bag levy is now in its sixth year of operation and so far has generated over £19 million, with the proceeds used to deliver local projects to both enhance and improve the environment. The Environment Fund is one of the mechanisms through which the proceeds of the carrier bag levy have been used to allow not-for-profit organisations and councils to deliver key environmental priorities across Northern Ireland. Through funding these projects, the carrier bag levy proceeds helps to sustain, improve and enrich the natural environment in Northern Ireland.

Action 5 – Carrier Bag Levy

DAERA will continue to support the Carrier Bag Levy charging administration.

4.2.3. Ban on Microbeads

Microbeads are small plastic particles used in many cosmetics and personal care products, such as face scrubs and toothpastes. They are washed down drains into sewer outlets from households, but are too small to be filtered out in sewage treatment systems and so enter our rivers and seas. Estimates suggest that these products used in a single shower could result in 100,000 plastic particles entering the sewage system.

Research indicates that pollution from microplastics is potentially more dangerous to the marine environment than that of larger pieces of plastic. This is because smaller pieces of plastic are more likely to be ingested by wildlife and either fully or partially metabolised, thus entering the food chain. Furthermore, microplastics can act as vectors for other pollutants or for invasive alien species.

Suitable alternatives to microbeads are available and microbeads are therefore an avoidable source of marine plastic pollution.

On 11 March 2019 a ban on the manufacture and sale of rinse off personal care products containing microbeads became effective in Northern Ireland. The ban was introduced through the Environmental Protection (Microbeads) Regulations (Northern Ireland) 2019. The Regulations make it an offence to use microbeads in the manufacture of any rinse-off personal care product or to supply or offer to supply any rinse-off personal care product containing microbeads.

The ban is enforced by local councils.

Action 6 – Ban on Microbeads

DAERA will continue to support the ban on microbeads by working with councils.

4.3. Tackling Food Waste

In addition to DAERA's support for campaigns aimed at influencing consumer behaviour, DAERA is looking for other opportunities to reduce food waste at all stages of the supply chain.

WRAP has calculated that around 70% of the food 'waste' we generate is 'preventable', in that it was fit for human consumption, or animal feed.⁸ DAERA supports the redistribution of this 'surplus food', as another thread of preventing food from becoming waste. In 2019/2020, DAERA is supplying grant aid to Farehsare NI to increase their ability to maintain the freshness of surplus food they receive, so that more can be supplied to charities and turned into meals.

⁸[http://www.wrap.org.uk/sites/files/wrap/Food%20Surplus%20and%20Waste%20in%20the%20UK%20Key%20Facts%20\(22%207%2019\)_0.pdf](http://www.wrap.org.uk/sites/files/wrap/Food%20Surplus%20and%20Waste%20in%20the%20UK%20Key%20Facts%20(22%207%2019)_0.pdf)

With support from UK governments, WRAP has been running a voluntary scheme of 'Courtald Commitments', which supports businesses to reduce food waste. The approach they have developed can be summarised as:

- **Target** which sets ambition and motivates action;
- **Measure** food wasted, and
- **Act.**

WRAP has taken these results forward with other stakeholder groups, publicising the benefits which businesses have experienced in reports such as [*The Business Case for Reducing Food Loss and Waste: Restaurants*](#).⁹ This report analysed results from a wide range of restaurants and showed that for every £1 invested to reduce food waste, on average £7 was saved in operating costs over a three year period – a 600% return on investment. The financial benefits came from a range of actions, such as reduced expenses on food purchases, extra sales from using food for new meals, which would otherwise have been thrown away during preparation and lower waste management costs. In addition to this, on average, restaurants achieved a 26% reduction in food waste in just one year – which rose to nearly 90% within two years.

These activities will make a significant contribution to Northern Ireland achieving the United Nations Sustainable Development Goal Target 12.3- "By 2030, halve per capita global food waste at the retail and consumer levels and reduce food losses along production and supply chains, including post-harvest losses".

4.3.1 Love Food Hate Waste Communications Campaign

Almost half of all food wasted in the UK occurs in our homes. The ongoing WRAP (Waste and Resources Action Programme) 'Love Food Hate Waste' campaign raises awareness of the issue and offers simple easy ways to take action. It focuses on practical everyday actions both in the home and behaviours when away from the home, such as shopping habits.

⁹ <http://www.wrap.org.uk/content/business-case-reducing-food-loss-and-waste-restaurants>

In 2017/18, the Citizen Food Waste Prevention (CFWP) campaign began to segment the target audience and deliver key messages to the different segment types identified. The campaign focused on certain food types and campaign moments and has begun to move more towards behaviour change models and interventions, including nudges, education and incentives as well as more traditional communication methods.

Another recent WRAP initiative under the 'Love Food Hate Waste' banner is the Compleating campaign which encourages the consumption of the whole ingredient or food and avoids edible parts going to waste.

Action 7 – Consumer Food Waste Prevention

DAERA will continue to work with WRAP to deliver its 'Love Food Hate Waste' consumer food waste prevention campaign. WRAP will establish a network of campaign partners and will engage with consumers, community groups, local authorities and educational bodies. WRAP and DAERA will collaborate to develop follow-up campaigns to build capacity for behavioural change and waste prevention messaging aimed at food waste reduction.

4.3.2. Champions 12.3 – Food Waste Prevention in line with U.N. Sustainable Development Goal 12.3

Champions 12.3 is a coalition of executives from businesses, governments, international organisations, research institutions and civil society dedicated to accelerating progress toward achieving what is the action SDG target 12.3. An estimated one third of all food produced in the world is never eaten resulting in significant economic, social and environmental consequences. The coalition of champions convene several times each year to:

- assess world progress toward achieving Target 12.3,
- share how leaders are pursuing food loss and waste reduction, overcoming barriers, and achieving economic, food security, and environmental benefits,

- publicise in the global and national media new analyses on food loss and waste, success stories of effective food loss and waste reduction, and remaining barriers that need the attention of policymakers, companies, financiers, researchers, and innovators,
- identify windows of opportunity to advance improvements in enabling conditions (e.g., upcoming policy decisions, upcoming investment programmes).

Between meetings, Champions lead by example, showcase, and advocate in a manner aligned with their interests and capabilities. The Champions 12.3 2018 Progress Report benchmarks progress against Champions 12.3's road map showing a pathway for achieving the target by 2030 and highlights key achievements.¹⁰

In Northern Ireland, there have been a number of companies that have adopted the Champions 12.3 framework. These companies have undertaken a range of actions to help prevent food waste from their businesses. An example of this is Moy Park in association with Tesco, who have worked closely with FareShare on redistribution of food to vulnerable people throughout the province. They have also improved their packaging to ensure the food in it lasts longer, as well as investing in new equipment to streamline the production process, resulting in less wastage. Awareness raising and funding will enable more companies of all sizes to embrace the Champions 12.3 framework and help prevent food waste across Northern Ireland.

Action 8 – Champions 12.3

DAERA will learn from the Champions 12.3 coalition and will get involved in activities which are aligned with its goals.

¹⁰ <https://champions123.org/2018-progress-report/>

4.3.3 Courtauld 2025

Launched in 2012, the Hospitality and Food Service Agreement (HaFSA) was a three-year voluntary agreement developed by WRAP with the food and packaging industry and supported by the UK Government and devolved administrations. It was open to large and small companies in the food and hospitality sector across the UK to support efforts to reduce food and packaging waste and increase recycling. The HaFSA had two targets, for prevention and waste management, which were managed by WRAP and collectively delivered by the signatories. The agreement aimed to cut food and associated packaging waste by 5% (a CO₂e reduction of 234,000 tonnes), the equivalent of approximately 100million meals. It also aimed to increase the overall rate of food and packaging waste recycled, sent to anaerobic digestion or composted to 70% (a CO₂e reduction of 336,000 tonnes).

Over 230 leading signatories supported these aims, covering approximately 25% of the UK food and packages sector. Between 2012 and 2015 the HaFSA signatories had avoided an estimated 24,000 tonnes of food waste, saving businesses £67 million which is equivalent to 48 million meals. They also saw a reduction in CO₂e of 11% and an increase of recycling rates of food and packaging of 14 percentage points to 56% over the lifetime of the agreement, an increase of one-third.

Building on the momentum of the HaFSA, the Courtauld Commitment 2025 (C2025), was launched in 2016. This 10-year voluntary agreement brings together a broad range of organisations involved in the food industry to make food and drinks production and consumption more sustainable. The agreement has a collective ambition to reduce food and drinks waste arisings in the UK by 20% by 2025 compared to 2015.

Achieving this target would reduce per capita food waste from 10.2 million tonnes or 156kg per person/year to 125kg per person/year, resulting in 1.5 million tonnes a year less food waste arising in 2025 compared to 2015 in the UK, post farm gate. WRAP promotes the agreement and works in partnership with leading retailers, brand owners, manufacturers and suppliers who signed up to support the delivery of the targets.

Organisations signed up to Courtauld 2025 include individual businesses, sector bodies and trade associations, as well as research and academic organisations, national and local governments, and NGOs (non-governmental organisations). With a focus on the areas of biggest resource impact, WRAP is collaborating with food and drink organisations across key sectors to increase the adoption of methods for measuring and monitoring food waste. 170 organisations from farm to fork are now engaged in Courtauld 2025.

£3-4 million per year (indicative) has also been invested by UK government and devolved national administrations in Scotland, Wales and Northern Ireland. Progress to date has been positive and further information can be viewed in the most recent annual review for 2017/18.¹¹

Action 9 - Courtauld 2025

DAERA will continue to support WRAP and their work with local businesses, NGOs and sector organisations to reduce food and drinks waste arisings in the UK by 20% by 2025 compared to 2015.

4.3.4 Food Redistribution

Fareshare NI is a regional food sharing network that aims to help vulnerable groups in food poverty by distributing surplus food, donated by the food industry, to member organisations who provide meals to disadvantaged groups across Northern Ireland. They have operated the [FareShare](#)¹² model - a UK wide food sharing network that aims to help vulnerable groups in food poverty by distributing surplus, 'fit for purpose' food - under license, across NI, since 2011.

In 2018, the Fareshare Centre in Belfast redistributed 66.3 tonnes of food that would have otherwise gone to waste, which is approximately 160,000 meals). Currently, Fareshare NI have 40 industry partners and 115 charity partners. They are also

¹¹ http://www.wrap.org.uk/sites/files/wrap/Courtauld_2025_Annual_Review_2017_18.pdf

¹² <https://fareshare.org.uk/>

supported by the Food Standards Agency, Public Health Agency NI, Henry Smith Foundation and Garfield Weston Foundation amongst others.¹³

Action 10 - Food Redistribution

DAERA will collaborate with FareShare and other food redistribution networks to minimise avoidable food waste by raising the profile of the organisation and identifying opportunities for them to partner with both businesses and public bodies. DAERA will support specific projects aimed at prevention of food waste.

4.4. Commercial and Industrial Activity

4.4.1 Business Resource Efficiency - Invest NI

InvestNI offer a wide range of service to businesses which can assist resource efficiency and deliver cost savings to businesses such as:

- Resource efficiency audits: consultancy to manage and implement resource efficiency projects,
- Industrial symbiosis: workshops/ advice on how business waste or excess resources can be used by other businesses,
- Resource efficiency capital grant,
- Water efficiency programme.¹⁴

The Invest NI report: 'Industrial Symbiosis - Improving productivity through efficient resource management' identified that since the service began in 2007 202,089 tonnes of resources have been diverted from disposal. This equates to £9 million savings to the companies involved, with savings continuing to grow.¹⁵

¹³ <http://www.chni.org.uk/fareshare.html>

¹⁴ <https://www.investni.com/support-for-business/manage-business-energy-and-waste.html>

¹⁵ <https://secure.investni.com/static/library/invest-ni/documents/industrial-symbiosis-guide-for-businesses-in-northern-ireland.pdf>

Action 11 - Business Resource Efficiency - Invest NI

DAERA will collaborate with Invest NI to promote its waste prevention initiatives, particularly those relating to resource efficiency and industrial symbiosis.

4.4.2 Prosperity Agreements

DAERA, led by NIEA, works with selected progressive businesses to deliver positive environmental outcomes through voluntary agreements called Prosperity Agreements. These agreements contain commitments from both NIEA and the partner organisation. These help to develop a more strategic relationship to realise environmental gains while also increasing competitiveness. In order to secure an agreement a candidate organisation must be compliant with environmental regulatory requirements and demonstrate a desire to achieve additional environmental outcomes.

DAERA has signed 8 agreements with a range of businesses from agri-food operations to social enterprises. Many of the companies are signatories to key UK initiatives such as the Courtauld agreement and the WRAP plastics pact. The prosperity agreement provides a framework for them to integrate these into a strategic approach which aligns with environmental objectives.

All the agreements have commitments around resource efficiency and waste reduction. Businesses in the programme can maximise circular economy opportunities and contribute to social and community benefits through food redistribution initiatives and educational activities.

Action 12 - Prosperity Agreements

DAERA will work with Prosperity Agreement partners to identify opportunities to promote resource efficiency and waste prevention measures. In particular, and where possible, we will aim to include food redistribution actions and areas of agreement around the reduction of packaging to help reduce waste.

4.5 Waste Prevention in the Education and Health Sectors

4.5.1. Eco-Schools Programme

Developed in 1994, the primary aim of the Eco-Schools programme is to educate and empower young people to make positive decisions regarding the environment. It also aims to make environmental awareness an intrinsic part of the life and ethos of a school involving students, teachers, staff and parents, as well as local authorities, the media and local businesses.

Sixty seven countries and 51,000 schools are now signed up to the Eco-Schools programme, sharing the same methodology and concept, and are identified by the Eco-Schools logo and Green Flag. The Eco-Schools Green Flag, awarded to high achieving schools, is a recognised and respected eco-label for environmental education and performance. Northern Ireland is now ranked sixth out of the sixty-seven participants for the number of Green Flag Status Schools (a record 295 in 2018/19, representing 26% of all our schools). We were also the first country in the world to award a green flag to one of its schools (in 1994) and also the first to have all schools registered on the Eco-Schools programme. The Eco-Schools programme here is operated by Keep Northern Ireland Beautiful. It is supported by DAERA and all of our local councils.

Eco-Schools have reduced waste sent to landfill by, on average, a third, with some schools achieving a weight reduction of 85% (12.0kg per day) in food waste and 71% (17.9kg) in all waste. Schools also remove litter and over 10% of all schools submit reports showing they lift over 2,500 bags of waste of which over a quarter is

recyclable. Eco-Schools have also increased the time spent learning outdoors by over 3% per week and awareness of global issues by 49% while reducing car journeys by 40% during the 'Travel Challenge' fortnight.¹⁶

Action 13 – Eco-Schools Programme

DAERA will continue support for the Eco-Schools Programme in order to maximise opportunities for learning and teaching about waste prevention. We will aim to introduce a specific topic on waste prevention into the Eco-Schools curriculum.

4.5.2. Eco-Hospitals Programme

The Foundation for Environmental Education (FEE) EcoCampus is an award programme that provides a framework to guide higher education institutions on sustainability as an integral part of campus life. It involves staff, teachers and the student body. Eco-Hospital, (an extension of the EcoCampus Programme) offers campuses the opportunity to apply innovation and research in day-to-day management of the hospital campus. It provides opportunities to take advantage of areas where environmental and financial sustainability coincide.

In 2015, Cork University Hospital became the first hospital in the world to be awarded the prestigious Green Flag by An Taisce's Green Campus programme on behalf of the international Foundation for Environmental Education.

Key achievements in 2013 and 2014 which aided in the achievement of the flag include:

- Reductions in waste of 11% despite an overall 10% increase in hospital activity in that period. This includes a 205 tonne reduction in waste going to landfill, a 21 tonne decrease in clinical waste and a 77 tonne increase in recycling.
- 860 MWhr decrease in gas consumption.

¹⁶ <https://www.eco-schoolsni.org/cqi-bin/generic?instanceID=20>

- 1,185 MWhr decrease in electricity consumption.
- 785 tonne decrease in CO2.

The scheme has been shown to promote a wide range of waste prevention and environmental protection messages in another jurisdiction and, as such, a Northern Ireland based case study could form the ideal proof of concept to make this a scalable initiative.

Action 14 - Eco-Hospitals Programme

DAERA's is investigating the feasibility of introducing a similar scheme in Northern Ireland. By engaging staff, students, local businesses, contractors and suppliers as well as visitors, we will highlight the importance of environmental protection, and in particular, waste prevention. We aim to initiate a trial on one site to further assess the potential environmental and financial benefits of such a scheme. If successful, there is scope for a broader rollout within the health sector.

4.5.3. Collaboration with NI Education Authority

DAERA has been working with the NI Education Authority to consider options for reducing and preventing waste in schools. As an added benefit, waste prevention is an immediate route to cost reduction and this has been recognised by the Authority. The Schools Catering Service will be encouraged to review processes and pupil meals provided in line with industry advice such as the WRAP 'Your Business is Food' programme to improve food waste prevention.

DAERA has Department has also provided prize money for two school competitions targeted at different age groups designed to encourage students to consider pathways to reduce the use of single use plastic in schools.

Action 15 - Working with NI Education Authority

DAERA will collaborate with the Education Authority to help reduce waste both in classrooms and in school catering services.

DAERA will use the learning generated to help inform further waste prevention interventions with the wider public sector.

4.6. Support to the Third Sector

'Third sector organisations' is a term used to describe the range of organisations that are neither public sector nor private sector. It includes voluntary and community organisations (both registered charities and other organisations such as associations, self-help groups and community groups), social enterprises, mutuals and co-operatives.

Public services can gain a lot from working with third sector organisations such as;

- Understanding of the needs of service users and communities that the public sector needs to address,
- Closeness to the people that the public sector wants to reach,
- Ability to deliver outcomes that the public sector finds it hard to deliver on its own,
- Innovation in developing solutions, and
- Performance in delivering services.

4.6.1 Reuse and Repair Network

In Northern Ireland, WRAP has used initiatives to stimulate capacity and awarded grants to the following programmes: New2You at Pennyburn, Tools for Solidarity, Habitat for Humanity, Voluntary Service Lisburn, and East Belfast Mission.

DAERA has participated in reuse and repair forums convened by Belfast City Council including discussions on the use of the Waste Action Reuse Portal (WARP-IT) software solution.

Community Reuse Network Ireland (CRNI) is a network established to support social enterprise in reuse and recycling. CRNI's vision is for communities to benefit from the social, environmental and economic value of all reusable resources. The network supports its members to bring the community resources sector into the mainstream. This includes capacity building through member training, networking, knowledge sharing and business opportunities, providing members with opportunities to access policy makers and funders, promoting members activities and conducting research to help overcome barriers to reuse.

Action 16 – Reuse and Repair Network

DAERA will undertake a feasibility study into the economic and social benefits of establishing a reuse and repair network in Northern Ireland including establishing a reuse quality mark.

4.6.2 Third Sector Funding

Up to £240k was made available in 2014/15, with a maximum grant of up to £50k per application for capital funding for the Third Sector for waste infrastructure. WRAP administered and managed the fund. One example of the capital funding was the purchase of mattress recycling equipment which became the foundation for a successful mattress recycling social enterprise.

Action 17 - Support to the Third Sector

The Department will continue to support the Third Sector as part of ongoing funding operations and investigate new ways to do so.

4.6.3 Zero Waste Projects

Zero Waste is the conservation of all resources by means of responsible production, consumption, reuse and recovery of products, packaging and materials without

burning, and with no discharges to land, water, or air that threaten the environment or human health.

In 2016/17, DAERA grant funded the voluntary organisation Zero Waste North West (ZWNW) to pioneer a zero waste initiative in Derry City and Strabane District Council. ZWNW subsequently teamed up with Eunomia to produce a Zero Waste Strategy for the Council in 2017.

The strategy aims to deliver environmental, economic and social benefits, aligning with the Council's community planning thematic pillars. The document sets out the current position in the Derry and Strabane Council area and it suggests policies for a strategy to take the council area towards the vision of a Zero Waste Circular Economy and offers examples of how key sectors within the area could become more circular and the benefits this could yield.¹⁷

Action 18 - Zero Waste/Circular Economy Projects

DAERA will continue to support “zero waste” projects where objectives align and funding is available.

4.7. Awareness Raising Actions for Waste Prevention

4.7.1. European Week for Waste Reduction

The European Week for Waste Reduction (EWWR), is an initiative which began in 2009 and is held in November each year. Its main objectives are;

- to raise awareness about waste reduction, product reuse and material recycling strategies, and related European Union and Member States policies.
- to highlight the work accomplished by EWWR participants.

¹⁷ <http://www.derrystrabane.com/getmedia/5d4cbd1f-f6ae-4272-9386-9177d850e25d/Final-Strategy-Zero-Waste-Circular-Economy.pdf>

- to mobilise and encourage European citizens to concentrate on four key action themes.
- to reinforce EWWR stakeholders' capacities by providing them with targeted communication tools and training.

WRAP is the Coordinator for EWWR in Northern Ireland, WRAP engages with key partner organisations in NI who mobilise Action Developers in the 5 EWWR categories:

- public administration and organisation.
- Association/NGO and body/organisation of public interest.
- business/industry.
- educational establishment.
- citizen(s).

Keep Northern Ireland Beautiful engages with educational establishments through the Eco-Schools programme. During the EWWR, Keep Northern Ireland Beautiful encourages schools to think about waste reduction and prevention as part of a Europe wide campaign. Schools are encouraged to register as an Action Developer on the [EWWR website](http://www.ewwr.eu/en)¹⁸ and download resources and posters to promote any waste actions. They are asked to record the actions they take and report them on the EWWR website. Any measurements recorded are a bonus for the Eco-Schools Data Zone. This collaboration will help to raise the profile of Northern Ireland during the EWWR.

In 2019, Cloughmills Community Action Team was nominated for its 'Library of Things' initiative and won the European award in the Association/NGO category. The initiative put a different spin on the concept of a library, lending out hardware instead of books. The team sought to build the capacity of the local community to perform chores locally and to reduce waste by avoiding the need for residents to purchase items themselves.

¹⁸ <http://www.ewwr.eu/en>

Action 19 – European Week for Waste Reduction

DAERA will continue to support the European Week for Waste Reduction and build upon any successes arising from entries to its competitions.

4.7.2 Tap Water Refill Scheme

Figures from a Marine Litter report (2018) conducted by Keep Northern Ireland Beautiful revealed that 78% of litter collected on Northern Ireland's beaches was plastic. In Northern Ireland it is estimated that 12,000 tonnes of plastic bottles are collected every year equating to 181 million plastic bottles per year.

With a strong focus on the water environment and as part of its commitment to tackling the problems caused by plastics which block up our rivers and drains and pollute our seas, NI Water urged the public to take part in the national day of action across the UK, together with 'Refill' at Water UK on 27 September 2018. On this day, everyone was asked to switch to a reusable bottle that could be refilled from the tap. NI Water also launched a new campaign aimed at encouraging local businesses to offer tap water from their premises to those who ask for it using refillable bottles. In June 2019, NI Water launched a campaign against single use plastic bottles for water under the banner of "Refillution".

Causeway Coast and Glens Borough Council in association with Cloughmills Community Action Team with support from the Children's Health Fund has also launched an 'H₂O on the Go' scheme to provide free water. So far, six businesses have signed up to take part, along with Council's Arts Centres in Limavady, Portstewart and Ballycastle Marina, while free water will also be available at Downhill, Benone, West Strand and Whiterocks beach. The Council aim to extend the network and raise awareness about how switching to free tap water can make a difference to the environment.

A further two schemes having a presence in Northern Ireland are 'City to Sea' and 'Refill Ireland'. Both schemes follow the same concept – premises and organisations

voluntarily join the scheme, offer the public facilities to refill their bottles for free, advertise this with a sticker placed on the front door or window and are mapped onto a website or app. City to Sea, established in 2015 in Bristol, now has over 1,600 refill sites across the UK, including 22 in Belfast (3 of which are Belfast City Council sites). Premier Inn and Starbucks have also signed up to this scheme and are mapped in Belfast.

Refill Ireland is primarily based in the Republic of Ireland, although has a presence in Northern Ireland – Mount Stewart currently has six refill points mapped. As part of a feasibility study, Belfast City Council is recommending that all eight of its drinking water fountains in Belfast City are added to the City to Sea refill scheme. They are also planning to promote the scheme through their operating partners (Greenwich Leisure Ltd. and Amadeus) and representative bodies such as the Chamber of Commerce and Retail NI. The uptake of the scheme will be monitored and reported.

Action 20 - Tap Water Refill Scheme

DAERA will continue to promote water refilling schemes in conjunction with NI Water, local Councils and local businesses to reduce waste from single-use plastic bottles and to promote reusable bottles.

4.7.3 Social Media & Internet Campaigns & Messaging

DAERA recognise the importance of adapting to rapidly advancing technology and using new technology to interact with the public to promote waste prevention messages and activities.

MyNI is a digital stakeholder engagement tool that uses social media channels, supported by a website. These channels and the site use engaging content as well as digital marketing tools and techniques. They are designed to appeal to individual people in Northern Ireland with different needs, and interests. The purpose of MyNI is to pro-actively make people aware of government bodies and public services, as well as this, MyNI aims to contribute to the PfG Outcomes. MyNI uses its social

media feeds to make people aware of interactive map of household recycling centres. By clicking on the map, users can see where their nearest centre is and the variety of household waste that the centre will take for recycling. Additional content will motivate these users to sort and take their waste to that centre.

In the 15 months since MyNI went live (January 2018-March 2019), the content has been seen 8.5 million times on social newsfeeds across Northern Ireland. There have been over 83,000 views of MyNI web content, and the team continues to exceed industry standards in levels of engagement and interaction with citizens online. MyNI is currently running as a pilot and will develop over the next couple of years with more cross-cutting, cross-Departmental Programme for Government-driven campaigns.

The NIDirect online service offers NI government information on a single, dedicated website organised by subject rather than by responsible department. In 2018/19 there were more than 28 million visitors and almost 51 million page views. NIDirect has seen 20.7 million transactions undertaken online, equivalent to savings to the taxpayer of an estimated £99.9 million.

Action 21 - Social Media Campaigns

DAERA will continue to promote reuse and reduction through social media campaigns MyNI, in tandem with existing messaging on NI Direct and associated social media posts to raise awareness of the content. The Department will develop specific campaigns in conjunction with these channels to raise awareness of waste prevention.

4.7.4 Council Led Initiatives – Working with Local Authorities

Local authorities are ideally placed to implement a range of waste prevention measures. Their role within waste collection provides them with an opportunity to engage widely with householders and businesses at a local level. Local authorities are already engaged in actions and trials aimed at preventing waste and DAERA will

continue to work with them to develop initiatives to realise the benefits of waste prevention at the local level.

Action 22 - Local Authorities

DAERA will continue to collaborate with local councils to develop waste prevention plans.

5. Summary of Action Points - DAERA Waste Prevention Programme 2019

The Department of Agriculture, Environment and Rural Affairs (hereinafter referred to as the Department)

Action Heading	Action
1. Extended Producer Responsibility	DAERA will continue to work in conjunction with the UK Government and the Devolved Administrations to design and implement an EPR scheme that is consistent with the polluter pays principle and which aims to reduce the amount of unnecessary and difficult to recycle packaging.
2. Collaboration with Defra and Other DA's in Relation to Eco-Design	DAERA will collaborate with Defra and other devolved administrations to extend eco-design standards to a range of non-energy resource intensive product groups with the aim of preventing avoidable waste.
3. Collaboration with Defra and other DA's in Relation to Enhanced Eco- Labelling	DAERA will collaborate with Defra and other DA's to develop new mandatory consumer information and labelling aimed at conserving resources and preventing waste.
4. Tackling Plastics Project	DAERA will aim to reduce plastic waste through a number of mechanisms being delivered as part of the Tackling Plastics Project that Keep Northern Ireland Beautiful are undertaking on behalf of DAERA.
5. Carrier Bag Levy	DAERA will continue to review the Carrier Bag Levy charging administration and if appropriate make changes to the charging regime.
6. Ban on Microbeads	DAERA will continue to support the ban on microbeads by working with councils.

Action Heading	Action
7. Consumer Food Waste Prevention	DAERA will continue to work with WRAP to deliver its Love Food Hate Waste consumer food waste prevention campaign in Northern Ireland. WRAP will establish and engage a network of campaign partners through the campaign will effectively engage with consumers, community groups, local authorities and educational bodies WRAP and DAERA will collaborate to develop follow-up campaigns to build capacity for behavioural change and waste prevention messaging aimed at food waste reduction.
8. Champions12.3	DAERA learn from the Champions 12.3 coalition and will get involved in activities which are aligned with its goals.
9. Courtauld 2025	DAERA will continue to support WRAP in this campaign to work with local businesses, NGOs and sector organisations to reduce food and drinks waste arisings in the UK by 20% by 2025 compared to 2015, calculated as a relative reduction per head of population.
10. Food Redistribution	DAERA will collaborate with FareShare and other food redistribution networks to minimise avoidable food waste by raising the profile of the organisation and identifying opportunities for them to partner with both businesses and public bodies. DAERA will support specific projects aimed at prevention of food waste.
11. Business Resource Efficiency - Invest NI	DAERA will collaborate with Invest NI to promote their waste prevention initiatives particularly those relating to resource efficiency and industrial symbiosis. This will help to build closer links with business, industry and their representatives.
12. Prosperity Agreements	DAERA will work with our Prosperity Agreement partners to identify opportunities to promote resource efficiency and waste prevention measures. In particular and where possible we will aim to include food redistribution actions and areas of agreement around the reduction of packaging to help reduce waste.
13. Eco-Schools Programme	DAERA will continue support for the Eco-Schools Programme in order to maximise opportunities for learning and teaching about waste prevention. We will aim to introduce a specific topic on waste prevention into the Eco-Schools curriculum.

Action Heading	Action
14. Eco-Hospitals Programme	DAERA are investigating the feasibility of introducing a similar scheme in Northern Ireland. By engaging staff, students, local businesses, contractors and suppliers as well as visitors, we will highlight the importance of environmental protection and in particular waste prevention. We aim to initiate a trial on one site to further assess the potential environmental and financial benefits of such a scheme. If successful this scheme can be rolled out wider within the health sector.
15. Working with NI Education Authority	DAERA will collaborate with the Education Authority to help reduce waste both in classrooms and through their catering service. DAERA will use the learning generated through this forum to help inform further waste prevention interventions with the wider public sector in NI.
16. Reuse and Repair Network	DAERA will undertake a feasibility study into the economic and social benefits of establishing a reuse and repair network in Northern Ireland. If found to be a viable option we will develop a business case to work towards establishing this. If established further investigations will be carried out to ascertain whether a reuse quality mark would add further value to a network.
17. Support to the Third Sector	DAERA will continue to support the Third Sector as part of ongoing funding operations and investigate new ways to do so.
18. Zero Waste/Circular Economy Projects	DAERA will continue to support "zero waste" projects where our objectives align and funding is available.
19. European Week for Waste Reduction	DAERA will continue to support the European Week for Waste Reduction and build upon any successes arising from entries to its competitions.
20. Tap Water Refill Scheme	DAERA will continue to promote and publicise water refilling schemes in conjunction with NI Water, local Councils, local businesses and their staff to reduce waste from single-use plastic bottles and to promote reusable bottles.

Action Heading	Action
21. Social Media Campaigns	DAERA will continue to promote reuse and reduction through social media campaigns on our new social media platform, MyNI, in tandem with existing messaging on NI Direct and associated social media posts to raise awareness of the content. DAERA will develop specific campaigns in conjunction with these channels to raise awareness of waste prevention.
22. Local Authorities	DAERA will continue to collaborate with and support local authorities/councils to ensure they develop waste prevention plans in their areas and will continue to encourage and assist with further developing their plans into the future.

Annex A - Programme Review of the 2013 Northern Ireland Waste Prevention Programme: The Road to Zero Waste.

As required by Article 30 of the 2008 Waste Framework Directive and by Regulation 13 of the Waste Regulations (Northern Ireland) 2011, the Northern Ireland Waste Prevention Programme has been reviewed in its 6th year. This interim waste prevention programme is an output from the 2019 review and is designed to provide a short extension to the programme pending the introduction of a new Circular Economy Waste Package (CEWP) that is required to be transposed by 2020 and clarity on post-EU exit arrangements.

Road to Zero Waste – Actions

The following table lists each of the 13 actions set out in the Northern Ireland Waste Prevention Programme and describes the progress to date.

Action	Progress
Action 1 – Stakeholder Forum	
DAERA of the Environment will organise a stakeholder forum on waste prevention by December 2014.	<p>A stakeholder forum on waste prevention was held on 4 November 2015 at CAFRE Food Innovation Centre, Loughry Campus.</p> <p>Representatives from reuse enterprises and local authorities attended the workshop, led by WRAP.</p>
Action 2 - Rethink Waste Communications Campaign	
<p>The Department of the Environment will develop a follow-up communications campaign to build on the success of the initial Rethink Waste campaign. The campaign will continue to include waste prevention messaging.</p> <p>Food waste is considered a priority waste stream to tackle. The communications campaign will have a particular focus on preventing food waste and continue to support the 'Love Food Hate Waste' campaign.</p>	<p>There has been an ongoing Communications Plan, to support the Rethink Waste brand and campaign.</p> <p>This has concentrated on recycling, waste prevention and food waste recycling.</p> <p>Through 'Love Food Hate Waste' and WRAP's Citizen behaviour change activity – a number of campaigns – with messaging designed to reach different audience segments. Campaigns focused on key food types identified as the most wasted items, e.g. bread, chicken, potatoes.</p> <p>DAERA provided funding to the Love Food Hate Waste Ten Cities campaign that included Belfast. It was launched at the NI Assembly in September 2014.</p>



10 Cities – Belfast Victoria Square Sept 2014

A further roadshow event for the 10 cities was an installation – 'Big Freeze' – located in CastleCourt – to feature the benefits of correctly using domestic freezers and fridges to preserve food.

'Love Food Hate Waste' shifted from building capacity in community segments to targeting key audience segments with specific messages.



Big Freeze Castle Court 2016

In 2015, DAERA introduced the Food Waste Regulations (Northern Ireland) 2015 that placed a duty on businesses producing in excess of 5kg of food waste to present food waste for separate collection and a requirement to ensure that food waste is not deposited in a sewer. In addition the regulations required local councils from 2017 to provide a separate food waste collection service to households. All Councils in Northern Ireland have successfully introduced household food waste collections resulting in 950,810 tonnes of biodegradable waste being diverted from landfill from 2015-2019 (Q1).

	<p>However a recent WRAP waste constitutional analysis has shown that the average residual waste bin in NI still contains 24.7% of organic waste. DAERA continues to provide support and funding to Councils to encourage behaviour change among householders to remove this organic fraction from the residual waste stream.</p>
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Action 3 – European Week of Waste Reduction

The Department of the Environment will continue to support an annual waste prevention week and promote waste prevention across local government, the public sector, the Third Sector, businesses, schools and the public throughout Northern Ireland.



WRAP NI was supported by DAERA to register each year for the EWWR and also to promote EWWR at National Communications Action Programme meetings.

In recent years WRAP has placed strong emphasis on food waste prevention during EWWR both at individual and organisational levels. Each year a number of councils promote EWWR events and activity in their areas – e.g. Belfast City Council putting on eco-themed film nights in Belfast Barge on the River Lagan.

The 2018 Cloughmills Library of Things activity supported by Causeway Coast & Glens council was submitted to the EU-wide EWWR awards event, was short-listed and eventually went on to win in its Association/NGO category.

It is likely that this action would be updated and continue in a future modified programme.

Action 4 – Eco-Home Programme

The Department of the Environment will assess the feasibility of expanding the Eco-Home Programme across Northern Ireland.

Keep Northern Ireland Beautiful did establish the Eco-Homes website as a resource. However, the website did not attract significant use and it was considered a more effective to use the resources for the Eco-Schools programme and the setup of the MyNI website. MyNI promotes waste prevention, reuse and reduction through

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	<p>social media campaigns, such as #onesmallthingMyNI – which focuses on changing one thing such as preventing purchase and use of single use plastics. MyNI work in tandem with existing messaging on NI Direct and associated social media posts to raise awareness of the content.</p>
<p>Action 5 – Eco-Schools Programme</p>	
<p>The Department of the Environment will continue support for the Eco-Schools Programme, including the waste topic relating to waste prevention and recycling.</p>	<p>Eco-Schools programme in NI is ongoing with DAERA support to Keep Northern Ireland Beautiful and is modelled around the waste hierarchy starting with “Reduce” i.e. the prevention of waste. DAERA is also working with KNIB and the Education Authority for Northern Ireland to reduce waste from schools and has recently supported a specific initiative to reduce plastic waste.</p>
<p>Action 6 – Carrier Bag Levy</p>	
<p>The Department of the Environment will extend the carrier bag levy to low-cost reusable bags from January 2015.</p>	<p>The Single Use Carrier Bags Charge Regulations (Northern Ireland) 2013 were made on 15 January 2013 and came into operation on 8 April 2013. From that date, all sellers of goods in Northern Ireland had to charge their customers at least 5 pence (“the levy”) for each single use carrier bag supplied new so as to enable goods purchased to be taken away or delivered. From 19 January 2015, the levy was extended to all carrier bags with a retail price of less than 20 pence.</p> <p>Since implementation, the levy has already removed approximately 1 billion single use plastic carrier bags from circulation. Published statistics show that in 2017/18 (Year 5 of the levy), 98.8 million bags were dispensed by retailers; a reduction in numbers by 67.1%, compared with a figure of 300m in April 2013.</p>

Action 7 – Support for Voluntary Agreements with Business

The Department of the Environment will work with partners to ensure that voluntary agreements with business on waste and resource efficiency work well in Northern Ireland and include a focus on preventing waste.

The Hospitality and Food Service Agreement (HaFSA) was a three-year voluntary agreement developed by WRAP with the industry and supported by the UK Government and devolved administrations. It was launched in 2012 with the aim of reducing waste, in particular food waste, and increase recycling rates within the sector. Over 230 leading signatories and supporters signed up to support these aims, covering approximately 25% of the UK sector (calculated by food and drink sales, including wholesale and distribution). A number of hospitality sector organisations in NI committed to the VA, for example, City Hotel, Derry and Jury's Hotel.

The HaFS work continued beyond 2014 via WRAP's Courtauld Commitment 'C2025' voluntary agreement.

WRAP developed and delivered the HaFSA using funds from the governments in England, Scotland, Wales and Northern Ireland. The HaFSA had two targets, for prevention and waste management, which were and collectively delivered by the signatories.

Action 8 – Zero Waste Projects

The Department of the Environment will support "zero waste" projects through the Rethink Waste Fund.

DAERA grant funded the charity Zero Waste North West to pioneer a zero waste initiative in Derry City & Strabane District Council (DCSDC). ZWNW subsequently teamed up with Eunomia to produce a Zero Waste Strategy for DCSDC in 2017. However, DCSDC, supported by DAERA and in keeping with other NI Councils, subsequently concentrated on achieving the EU mandated waste recycling targets

Action 9 – Voluntary Construction Sector Schemes

The Department of the Environment will periodically review the effectiveness of voluntary environmental schemes within the construction sector in determining whether to consider statutory instruments in the future.

The UK Government introduced the Red Tape Challenge designed to help cut unnecessary regulation which in turn led to the Better Regulation agenda.

The positive impact on resource efficiency in the sector through the 'Halving Waste to Landfill' commitment reduced the need for formal regulation, which was considered for site waste management planning. There was no regulation made in NI and the SWMP regulation for England and Wales was repealed as part of the UK Government Red Tape Challenge

Action 10 – Voluntary Agreement for the Construction Sector

The Department of the Environment will work with partners and stakeholders to develop a follow-up voluntary agreement to Halving Waste to Landfill appropriate for Northern Ireland.

The commitment was 'Halving Waste to Landfill' commitment - a voluntary agreement undertaken by construction companies to adopt good practices in waste reduction, recycling and the use of recycled and recovered materials. It was organised by WRAP and concluded in 2015. The target for halving waste to landfill was met and exceeded by 2014. 30 businesses in Northern Ireland participated in this commitment. Upon its conclusion, the construction sector had accepted the need for being more resource efficient and preventing waste through design and delivery of contracts. The halving waste approach addressed the practicalities of building design (designing out waste) – architects and civil engineers, site waste management operations, procurement specs for waste management contractors, site staff training, WRAP training of professionals, a reporting portal, numerous professional sector services and member bodies taking the lead.

Action 11 – Reuse and Repair Network

The Department of the Environment will work with partners to develop a reuse and repair network throughout Northern Ireland, supporting reuse and preparing for reuse infrastructure.

In Northern Ireland WRAP administered DAERA revenue grants alongside introducing best practice guidance to stimulate capacity. Grants were made to the following programmes: New2You at Pennyburn, Tools for Solidarity, Habitat for Humanity, Voluntary Service Lisburn, East Belfast Mission. DAERA also participated in reuse and repair forums convened by Belfast City Council including discussions on the use of the Waste Action Reuse Portal (WARP-IT) software solution.

Action 12 – Support to the Third Sector

The Department of the Environment will review the Rethink Waste Fund to provide appropriate support to the Third Sector to enable business growth and capacity to be expanded.

Up to £240K was made available in 2014/15, with a maximum grant of up to £50K per application for capital funding for the Third Sector for waste infrastructure. WRAP administered and managed the Fund.

One example of the capital funding was the purchase of mattress recycling equipment which became the foundation for a very successful mattress recycling social enterprise. (see action 13 below)

DAERA has also funded Business in the Community NI (BITCNI) and in doing so has contributed to engaging businesses in knowledge transfer activities which promote and enable waste reduction, resource efficiency and wider environmentally sustainable approaches. As well as this, this funding has allowed for the provision of access to resources which support the adoption of waste reduction and resource efficiency. BITCNI helped many social enterprises and community groups with environmental tasks and has established an environmental benchmarking survey across a number of circular economy aspects in order to help businesses identify actions for improvement.

Action 13 – Reuse Quality Assurance

The Department of the Environment will:

- Engage with partners to influence supply chains
- Develop new business models to assist reuse businesses.
- Promote reuse assurance standards

WRAP provided a letter of support to the Community Reuse Network Ireland (CRNI) to undertake an Irish EPA-funded study for quality assurance for reused products. This project concluded in 2018 with pilots to provide evidence and to improve development. This is planned to continue for CRNI members and associates across the island via a new EPA funded development project. NI reuse enterprises were consulted and engaged in the CRNI project. A specific example of reuse supported by DAERA is the capital funding for the purchase of mattress recycling equipment. That has subsequently transferred to a social enterprise (USEL) for what has become a very successful mattress recycling operation across NI, both preventing waste of valuable resources in used mattresses and also providing jobs to employees that struggle to find employment in the mainstream job market.

Annex B – Meeting Legal Requirements

The Waste Regulations (Northern Ireland) 2011 include a number of review and participation requirements at regulation 13 to regulation 16. These regulations are reproduced below along with an explanation of how DAERA is following the regulations;

Review and modification of waste prevention programmes

13.—(1) The Department shall—

(a) shall review each waste prevention programme at least every sixth year; and

(b) may from time to time modify the waste prevention programmes in accordance with Article 30 of the Waste Framework Directive.

The EU has agreed targets for recycling and requirements for the separate collection of specific materials as well as targets for reduction in waste to landfill and Northern Ireland has made positive progress in meeting or exceeding these targets. As yet, no EU-wide specific targets for waste prevention have been established, although as part of the Northern Ireland Waste Prevention Programme the “Measuring Progress” section of the Road to Zero Waste programme, two indicators were identified to be monitored: the amount of household waste arisings and the amount of household waste arisings per unit household expenditure both of which were to be augmented with data on Commercial & Industrial Waste and Construction and Demolition Waste arisings as and when reliable data was available. DAERA was particularly interested in monitoring the decoupling of waste arisings from economic growth as an indicator of waste prevention. Included within this review of the Road to Zero Waste is a chart that shows an encouraging trend that for every unit of GVA produced, waste arisings per capita have decreased. DAERA proposes to continue to monitor this relationship within a future programme.

The Waste Prevention Programme for Northern Ireland – The Road to Zero Waste – was published in September 2014 and is now in its sixth year. In accordance with the requirement at Regulation 13(1)(a) (above) the Programme was reviewed between

April 2019 and July 2019 and a modified interim programme with 22 proposed actions has been drafted in accordance with Regulation 13(1)(b);

Public participation in waste prevention programmes

- 14.—(1) Regulations 15 and 16 apply to the modification of a waste prevention programme as they apply to the preparation of such a programme.
- (2) Regulations 15 and 16 do not apply to a waste prevention programme—
- (a) designed for the sole purpose of serving national defence or taken in case of civil emergencies;
 - (b) for which a public participation procedure is carried out under the Environmental Assessment of Plans and Programmes Regulations (Northern Ireland) 2004(5);
 - (c) containing only provision relating to separation collection of waste, bio-waste, reuse, preparing for reuse, recovery and recycling targets;
- (3) Steps taken before the coming into operation of these Regulations in relation to a waste prevention programme may be steps for the purposes of regulations 15 and 16.

Public participation procedures

- 15.—(1) As soon as reasonably practicable after preparing proposals for a waste prevention programme or for the modification of such a waste prevention programme, the Department shall—
- (a) send a copy of the proposals to the consultation bodies;
 - (b) take such steps as it considers appropriate to bring the proposals to the attention of the persons who in the Department's opinion—
 - (i) are, or are likely to be affected by the waste prevention programme; or
 - (ii) have an interest in the waste prevention programme;
 - (c) inform the public consultees of the address (which may include a website)—
 - (i) at which a copy of the proposals may be viewed; and
 - (ii) from which a copy of the proposals may be obtained;
 - (d) invite the consultation bodies and public consultees to express their opinion on the proposals, specifying the address to which, and the period within which opinions must be sent.

- (2) The period referred to in paragraph (1)(d) must be of such length as will ensure that the consultation bodies and the public consultees are given an early and effective opportunity to express their opinion on the proposals.*
- (3) The Department shall keep a copy of the proposals for inspection by the public at all reasonable times free of charge.*
- (4) Nothing in paragraph (1)(c) requires the Department to provide copies of the proposals free of charge, but where a charge is made, it shall be a reasonable amount.*

In accordance with Regulations 14 & 15 (above) DAERA will issue this draft Waste Prevention Programme for public consultation, including Northern Ireland local councils, Northern Ireland environmental groups, and the Northern Ireland waste management and waste recycling industry. The draft of the programme will be published on DAERA's website and the consultation will be promoted through DAERA's social media channels to encourage widespread participation. The consultation seeking replies and comments on the draft programme will be open for response for a period of 8 weeks.

Procedures following public participation

- 16.—(1) Before decisions on a waste management programme are made, the Department shall take account of any opinions expressed by a consultation body or public consultees.*
- (2) As soon as reasonably practicable after making decisions on a waste prevention programme the Department shall—*
 - (a) inform the consultation bodies and the public consultees of the matters in paragraph (3);*
 - (b) take such steps as it considers appropriate to bring the matters in paragraph (3) to the attention of the public; and*
 - (c) if it has adopted the waste prevention programme, place a copy of the programme on the Department's website and make a copy of the programme available for inspection by the public at all reasonable times and free of charge.*
- (3) The matters are—*

- (a) the decisions made by the Department on the waste prevention programme;*
- (b) the reasons and considerations on which those decisions are based; and*
- (c) information about the public participation procedure.*
- (4) Nothing in paragraph (2)(c) requires the Department to provide copies free of charge, but where a charge is made, it shall be a reasonable amount.*

Following the end of the consultation period DAERA will publish on its website a summary of the responses received. The Department will analyse the consultation responses and comments to consider what changes are required to the draft programme taking account of the views expressed during the consultation.

In accordance with Regulation 16(3), DAERA will, as soon as reasonably practicable, publish on DAERA website its views and decisions on the consultation responses and send a copy to stakeholders and consultees. If appropriate a final modified interim programme will be published on the Departmental website and copied to stakeholders and consultees.

Report to:	Neighbourhood Services (NS) Committee
Date of Meeting:	19 February 2020
Subject:	Visit to the Indaver Facility, Duleek, Co Meath
Reporting Officer:	Johnny McBride, Assistant Director: Waste Management (Acting)
Contact Officer:	Liam Dinsmore, Head of Waste Processing & Enforcement

<table><tr><td>For Decision</td><td>X</td><td>For Noting Only</td><td></td></tr></table>		For Decision	X	For Noting Only	
For Decision	X	For Noting Only			
1.0	Purpose & Background				
1.1	The purpose of this report is to agree with the Committee a proposed date and programme for the Committee to visit the Indaver Facility, Duleek, Co Meath.				
1.2	The Indaver "waste to energy" Facility processes residual waste for the purposes of power generation. Opened in August 2011, the facility, the first of its kind in Ireland, treats more than 200,000 tonnes of municipal waste per year and generates 18MW of electricity. The types of residual waste that can be accepted include: Residual household waste, Residual commercial waste, and residual waste from Civic Amenity Sites.				
2.0	Key Issues				
	<u>Proposed Date</u>				
2.1	It is proposed that Thursday, 2 April 2020 be agreed as the date to visit the facility. This has been provisionally agreed with the management of the facility.				
	<u>Visit Programme</u>				
2.2	A proposed programme for the visit is provided at Appendix I .				
3.0	Recommendations				
3.1	Members are asked to consider and agree to: <ul style="list-style-type: none">▪ Thursday, 2 April 2020 as the proposed date for the visit to the Indaver Facility, Duleek, Co Meath; and▪ The proposed programme for the visit.				
4.0	Resource Implications				
4.1	Any resource implications attached to the visit are likely to be minor and associated with travel to and from the facility.				
5.0	Equality & Good Relations Implications				
5.1	There are no equality and good relations arising from this specific report.				
6.0	Rural Proofing Implications				
6.1	There are no rural proofing implications arising from this specific report.				

7.0	Appendices
	<ul style="list-style-type: none">• Appendix I – proposed agenda for the visit to the Indaver Facility, Duleek, Co. Meath

APPENDIX I

PROPOSED VISIT PROGRAMME

11:00-11.15	Arrival (at security gate)
11:15-11.30	Introductions & meet with Indaver Personnel
	Tea / Coffee
11:30-13:00	Presentation from Plant Manager / Commercial Team
	Lunch
13:00-14:00	Facility Tour
14:00-14.30	Reconvene in Visitor Room for final Q&A
14.30	Depart



JOINT COMMITTEE

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MEMBERS' MONTHLY BULLETIN

The purpose of this Bulletin is to provide Members with an executive summary of the various agenda items which will be considered by the Joint Committee at its forthcoming meeting.

The titles highlighted in blue relate to the various agenda items.

Item 1 - Conflicts of Interest

The Joint Committee are reminded of their personal responsibilities and asked to declare any conflicts of interest that might arise during the meeting.

Item 2 - Apologies

Item 3 - Minutes of Joint Committee Meeting JC045 held on 31 October 2019

For approval

The Joint Committee's approval is sought for the minutes of the meeting JC045 held on 31 October 2019.

Item 4 - Matters Arising

Item 5 - Joint Committee Meeting held on 5 December 2019

For noting

No minutes were recorded as the meeting was inquorate.

'IN COMMITTEE' ITEMS - COMMERCIALY CONFIDENTIAL

Item 6 - Minutes of Joint Committee Meeting JC045 held on 31 October 2019 held 'in committee'

For approval

The Joint Committee's approval is sought for the minutes of the meeting JC045 held on 31 October 2019 'in committee'.



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Item 7 - Matters Arising

Item 8 - Residual Waste Treatment Project

For approval

Planning Application - The Habitats Regulations Assessment (HRA) by Shared Environmental Services (SES) is still awaiting completion. This is the last task, related to considering the FEI, to be completed before the professional planners in DfI can compile the development management report and formulate a recommendation. The Northern Ireland Executive was reformed on **11 January 2020** and a Minister for the planning authority, the Department for Infrastructure appointed.

Community Liaison – Material being prepared for a communications approach.

Capacity Building - The visit to **Covanta's** Energy from Waste Facility in Poolbeg, Dublin took place on **Tuesday 3 December 2019**. That a special briefing session of the Joint Committee on the residual waste treatment project takes place in **March 2020**.

Decarbonisation Opportunities - Possibilities for additional decarbonisation opportunities presented by the Project, continue to be monitored by arc21 Officers.

The Joint Committee is asked to approve the recommendation for a special briefing session in March and note the rest of the report.

Item 9 - Commercially Sensitive Procurement and Contract Issues

For approval

As previously reported to the Joint Committee a variation to the MRF Lot 1 Contract is required to enable the receipt of material collected through kerbside sort schemes from those Councils changing to this system during the course of the Contract. The report highlights the key terms of the variation, including the payment mechanism and recommends them for approval.

In terms of the Municipal Waste Disposal procurement, Members will be aware that a Writ preventing arc21 from taking steps to enter into a contract was served on Friday 2 August 2019 following which exchanges had taken place between the respective parties' solicitors. An agreement was signed between the parties and the Notice of Discontinuation has now been received. This enables the evaluation process to commence. The report provides more details in relation to the Agreement and to the next steps in relation to the procurement.

The report also seeks approval for the key terms relating to a forthcoming procurement for the Loading, Haulage and Transfer of Residual Municipal, Comingled Dry Recyclable, Organic, Street-Sweeping and Bulky Wastes required by Ards and North Down Borough Council and Mid and East Antrim Borough Council.

The process in relation to the variation of the Organic Waste Treatment Contract is nearing completion and the report highlights the steps taken and the key outcomes.

The Joint Committee is asked to note the contents of the report and to endorse the recommendations in relation to the MRF Lot 1 variation and the procurement for the Loading, Haulage and Transfer of Residual Municipal, Comingled Dry Recyclable, Organic, Street-Sweeping and Bulky Wastes

OUT OF COMMITTEE & RETURN TO MAIN AGENDA

Item 10 - Contracts and Performance Update

For noting

The Organic Waste Contract tonnages for 2018/19 contract year increased by 7.5% in comparison to the 2017/18 year.

There were two rejected loads into Organic Waste delivery sites in December 2019.

There has been a 5% increase in the total tonnage delivered through the MRF contract for the period April to December 2019 when compared with the same period in the previous year.

Issues pertaining to Brexit are highlighted.

Members are asked to note the report and take action as appropriate.

Item 11 - Consultations:

Item 11.1 - WEEE Compliance Fee Methodology 2019 Consultation

For approval

DEFRA have contacted a number of key stakeholders, including arc21, inviting comments on the WEEE Compliance Fee Methodology 2019. The deadline for responses was 11 November 2019.

A response has been submitted by the deadline and the Joint Committee is asked to consider and provide retrospective approval accordingly.

Item 11.2 - Industrial Energy Transformation Fund Consultation

For approval

The UK Department for Business, Energy and Industrial Strategy (BEIS) published a consultation on the *Industrial Energy Transformation Fund (IETF): Supporting industry on the path to net zero* on 10 October 2019.

The IETF has £315 million to help businesses with high energy use to cut their energy bills and carbon emissions. It is proposed to exclude waste management activities and waste and wastewater activities from eligibility for the fund.

arc21 has submitted a consultation response on behalf of its six constituent councils in the context of the waste management plan (e.g. priority waste streams such as NI Water residuals) and other stakeholders in the Northern Ireland waste sector (e.g. materials handling equipment suppliers selling into circular economy market).

arc21 has highlighted the potential for decarbonisation initiatives and the need for commercial sustainability and has strongly argued for the inclusion of the waste and water/wastewater sectors in the eligibility criteria.

A response has been submitted by the deadline of 21 November 2019 and the Joint Committee is asked to consider and provide retrospective approval accordingly.

Item 11.3 - Response to Consultation on DAERA Environment Strategy for NI

For approval

DAERA has issued NI's first Environment Strategy for consultation and uses a series of questions to gather views from stakeholders on the potential scope, scale and ambition of the document. The initial deadline for responses was in December 2019 but, following review, this has been extended until 5 February, 2020.

An arc21 response has now been prepared and the Joint Committee is asked to consider the report for submission to DAERA by the deadline.



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Item 12 – Waste Management Plan Update

For noting

The Joint Committee is provided with a verbal update on the Waste Management Plan developments for noting.

Item 13 - Corporate Plan 2020-2024

For noting

The current Corporate Plan covers the period from April 2018 and expires on 31 March 2020.

At the meeting of the Joint Committee in October 2019 Members agreed the commencement of the development of a new Corporate Plan, setting out the strategic direction for the Joint Committee for the next four years, from 1 April 2020.

The Joint Committee is provided with an update on the progress of the development of the new Corporate Plan and is asked to note the report.

Item 14 - AOB

Item 15 - Next Meeting: Thursday 27 February 2020 to be hosted by Belfast City Council

NEIGHBOURHOOD SERVICES COMMITTEE**HISTORIC ACTIONS TRACKING SHEET**

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NEIGHBOURHOOD SERVICES MEETING – 19 JUNE 2019					
NS/010/2019	Flood Alleviation of drain along Newry/Portadown Canal at Lock Gate 5	Approve the Council participating in the provision of improved drainage arrangements in the area of Lock Gate Number 5 at Carnbane Industrial Estate up to a maximum value of £15,000.	K Scullion	In progress	N
NS/011/2019	Defective wall at Shimna River, Newcastle	Note the contents of the above report and, depending on the outcome of the Structural Engineer's Report, if there were emergency issues, that authority be given to officers to proceed quickly with the necessary works.	K Scullion	In progress	N
NEIGHBOURHOOD SERVICES MEETING – 23 OCTOBER 2019					
NS/070/2019	Notice of Motion – Memory Gardens	Approve the Notice of Motion and that Officers identify two locations for Memorial Gardens in the district, one in each Health Trust area and Officers to develop designs for such locations to include plants, materials requirements and costs to establish and maintain	K Scullion	In Progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		Further report to be brought back to the December Meeting of the NS Committee			
NS/071/2019	Memorandum of Understanding Partnering Arrangements for the removal of snow and ice from Town Centre footways and pedestrian areas	<p>Agreed to review the Agreement and Schedule of the Memorandum of Understanding Partnering Arrangements for the Removal of Snow and Ice from Town Centre Footways and Pedestrian areas during prolonged winter weather and the Agreement would be extended for a further 12 months in accordance with the "Scope of the Agreement" Clause 3 and Appendix 1 as amended.</p> <p>Also agreed officials meet with representatives from Dfi to review the priority list of locations, with a view to adding towns/villages that had increased in population and other relevant factors and also to raise the provision of grit to local communities by Dfi, for spreading themselves, in extreme weather situations.</p>	R Moore	<p>Letter sent to DFI to meet with officials to review priority list.</p> <p>Meeting held and further correspondence with DFI to revert.</p>	N
NS/073/2019	Proposed Property Maintenance Policy and Strategy 2019 to 2023	Council's Facilities Management and Maintenance Department	K Scullion	In Progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		develop for agreement with the NS Committee a Property Maintenance Policy and Strategy for the Council to cover the term of this Council 2019 to 2023. If required to assist officers in the development of this Strategy, external support to be procured in accordance with Council Procurement Procedures.			
NS/074/2019	Provision of new bus shelter in Jonesborough Village	Agreed Council remove the bus shelter located at the junction of Finnigans Road and Edenappa Road, Jonesborough, and replace it with a Council cantilever type bus shelter with the addition of two side panels and a seat. At the request of Councillor Harte it was agreed Officials investigate the removal of the stone wall sides of the bus shelter on the Old Warrenpoint Road, Newry and their replacement with transparent side panels.	K Scullion	Deliver of new unit expected February 2020 for installation February/March 2020	N
NS/075/2019	Household Recycling Centres (HRC) Update	To further illustrate changes at the new HRC site at Downpatrick,	J Parkes	Currently underway.	N

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		<p>an HRC competition to be promoted at all primary schools at Downpatrick.</p> <p>The success of the competition to be reviewed with proposal to run similar at both Castlewellan and Ballynahinch if deemed worthwhile.</p> <p>Photocalls to be arranged to further publicise initiatives e.g. Official Opening, changes in procedures of sites at Castlewellan and at Ballynahinch and commencement of Permit System.</p> <p>Reference FAQ'S to be drawn up relating to Permit System and placed on Web-site.</p> <p>Investigation to be made through WRAP Capital Fund for grant-aid toward additional container capacity at selected sites.</p>		<p>Prizegiving scheduled for 6 December,</p> <p>Intent to extend to both Castlewellan and Ballynahinch areas,</p> <p>Meeting scheduled with Marketing Officers to agree Comms. Meeting scheduled for 15 Nov. Meeting complete further meeting required.</p> <p>Currently being developed to coincide with launch</p> <p>Currently underway/ Ongoing</p>	<p>N</p> <p>N</p> <p>N</p> <p>N</p>

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NS/078/2019	Fly Tipping Revised Shared Protocol	<p>Agreed to approve the proposed Fly Tipping Protocol between the Council and the NIEA subject to the following:-</p> <p>The Technical Advisory Group (TAG) be consulted to ensure a uniform approach and reply from the 11 Councils.</p> <p>The Agreement to be reviewed at the end of a 12-month period as provided for in the Agreement.</p> <p>The Protocol would also commence amendments to the Waste Contaminated Land (Amendment) Act (Northern Ireland) 2011, with a Commencement Order scheduled to be implemented end-February 2020 therefore:</p> <p>Officers from relevant Departments meet to review the operational arrangements and responsibilities arising from the commencement of the Order.</p>	J Parkes	<p>In Progress</p> <p>In Progress. Convening meeting with relevant AHC and NS Officers having received response from TAG,</p>	N

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		This would involve a number of Directorates across the Council.			
NEIGHBOURHOOD SERVICES MEETING – 17 DECEMBER 2019					
NS/117/2019	Fleet replacement (Capital) Update	Note the content of the report dated 17 December 2019 and that Council approve the revised forecasted spend within the Capital Spend Budget, as detailed in Appendix 1 circulated at the Meeting and also that Officers develop a Fleet Transition Strategy in consultation with other relevant organisations. Officers continue to consider alternatives prior to completion of the Strategy.	J Parkes	To be developed	Y
NS/119/2019	Review of Bring Sites across the District	Note the content of the report dated 17 December 2019 and that the Council grant approval to Council to undertake a review regarding the current provision of the bring-sites currently provided by the Council. The review to examine: Current usage at bring-site locations	J Parkes	In progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>Cost benefits associated with provision of bring-site locations</p> <p>Options for repositioning of bring-banks</p> <p>Options for income-generation and licence considerations</p> <p>Maintenance costs</p> <p>Potential contractual issues</p> <p>Disposal options for any redundant stock</p> <p>The review would consider removal of the banks which were not at the designated household recycling centres.</p>			