

June 14th, 2019

#### Notice Of Meeting

You are invited to attend the Neighbourhood Services Committee Meeting to be held on Wednesday, 19th June 2019 at 6:00 pm in Boardroom, District Council Offices, Monaghan Row, Newry.

**Committee Membership:** 

- Councillor H Harvey (Chair)
- Councillor G Stokes (Deputy Chair)
- Councillor T Andrews
- Councillor D Curran
- Councillor W Clarke
- Councillor V Harte
- Councillor T Hearty
- Councillor L Kimmins
- 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 Regulatory and Technical Services Committee Meeting held on Wednesday 20 March 2019. (Attached). RTS Action Sheet - 20 March 2019.docx Page 1 For Consideration and/or Decision 4.0 To agree start time for Neighbourhood Services Committee Meetings from June 2019-May 2020. (Meetings schedule attached). Neighbourhood Services dates 2019-2020.pdf Page 8 5.0 Business Plan. (Attached). Report - Business Plan 19-20.pdf Page 9 **Neighbourhood Services Transformation** 6.0 Neighbourhood Services Working Group. (Attached). **Report - Neighbourhood Services Working Group.pdf** Page 32 Facilities Management and Maintenance Ulster in Bloom. (Attached). 7.0 Ulster in Bloom Report.pdf Page 41 8.0 Christmas Illuminations Terms of Reference. (Attached). Christmas illuminations.pdf Page 50 Public Convenience Strategy. (Attached). 9.0
  - **Report Update on PC Capital Project.pdf**

# 10.0 Canal Project. (Attached).

Canal Project.pdf

# 11.0 Defective wall at Shimna River, Newcastle. (To follow).

	Waste Management	
12.0	Refuse Collection Communications. (Attached).	Page 65
	NS - Refuse Collection Communications - App II - 19 06 19.pdf	Page 78
13.0	Enforcement Action Plan. (Attached).	Page 82
14 0	Review of Operations at Household Recycling Centres.	
14.0	(Attached). (Appendix 2 to follow).	
	B HRCs Review.pdf	Page 94
15.0	Consultation responses to Extended Producer Responsibility for Packaging, Deposit Return and Plastics Non-Recycled Content Tax. (Attached).	
	Consultation Responses.pdf	Page 100
16.0	Sustainability and Climate Change Forum. (Attached).	
	Sustainability Climate Change.pdf	Page 165
17.0	to facilitate the Mourne Triathlon. (Attached).	
	Temp Closure of Bann Rd HRC.pdf	Page 169
	For Noting	
18.0	Arc 21 Members Monthly Bulletin 28 March 2019 (Attached).	Page 170

# 19.0 Arc 21 Joint Committee Minutes 28 February 2019 (Attached).

ARC21mins28Feb19.pdf

20.0	Arc21 Members Monthly Bulletin 25 April 2019 (Attached). ARc21Membersbulletin25April19.pdf	Page 177
21.0	Arc 21 Joint Committee Minutes 28 March 2019 (Attached).	Page 181
22.0	Arc 21 Members Monthly Bulletin 30 May 2019 (Attached). ARC21Membersbulletin30May19.pdf	Page 185
23.0	Arc 21 Joint Committee Minutes 25 April 2019 (Attached). <i>ARC21mins25April19.pdf</i>	Page 190
lte	ems deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of th Government Act (NI) 2014	e Local
24.0	In Committee items from Arc21 Joint Committee Minutes - 28 February 2019 (Attached).	Not included
25.0	In Committee items from Arc 21 Joint Committee Minutes - 28 March 2019 (Attached).	Not included
26.0	In Committee items from Arc 21 Joint Committee Minutes - 25 April 2019 (Attached).	Not included
27.0	Emergency Lights Business Case (Attached) <ul> <li>Report Business Case for appointment to install emergency lighting.pdf</li> </ul>	Not included
28.0	Household Recycling Centres Contracts Business Case (Attached) <i>HRC Contracts.pdf</i>	Not included
29.0	Safety Tiles Business Case (Attached).	

• •

....

- -

**Safety Tiles Business Case.pdf** 

Not included

# ACTION SHEET ARISING FROM RTS MEETING HELD ON WEDNESDAY 20 MARCH 2019

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
RTS/ 046/2019	Monthly Action Sheet	Action sheet agreed and actions removed as marked	R Moore/RTS- PA		
		BUILDING CONTROL AND LICENSING			
RTS/ 049/2019	6 Monthly Report - Licensing	Approve the Gaming and Amusement Policy as circulated at the meeting	C Jackson	Policy approved at the full council meeting in April and implemented from the 1 May 2019.	Y
		FACILITIES MANAGEMENT AND MAINTENANCE			
RTS/ 053/2019	Scheme for Sponsorship of floral planting displays on roundabouts and roadside verges throughout the District	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	K Scullion	Report to be provided August 2019	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		relevant legislation. Council Officials to develop a policy document for the implementation and operation of the scheme for consideration and agreement with Council.			
RTS/ 054/2019	Flood alleviation of drain along Newry/Portadown Canal at Lock Gate 5	Approval to 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 £10,000.	K Scullion	Update Report to be provided June 2019	N
RTS/ 055/2019	Christmas Illuminations and Celebrations Group Meeting – 26 February 2019	Note the contents of this report and the report of the Christmas Illuminations Group Meeting held on 26 <sup>th</sup> February 2019. Commence an Expression of Interest exercise to identify groups and sites across the district who would be interested in taking part in the	K Scullion	In progress	Ŷ

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		Christmas tree project subject to agreement on funding of the project. Additional costs required for this project to be considered under separate report to SP&R Committee following the completion of the Expression of Interest and when information was available from		No Action yet	N
		the mid-year assessment on any potential underspend within the Council's Revenue budget.		In progress	N
		Extend the current provision of Christmas Illuminations in a number of areas including, Kilkeel, Castlewellan, Newcastle and at some of the Council's high footfall civic buildings such as Newry and Down Leisure Centres.		In progress	N
		Officers be granted authority to find a suitable location to plant the remaining purchased Christmas tree and to have the tree planted there.			

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		At the request of Councillor Clarke it was also agreed that Drumaroad be considered as a suitable location to plant the remaining purchased Christmas tree and that officials investigate this in conjunction with Drumaroad Community Association.			
		WASTE MANAGEMENT			
RTS/ 057/2019	Community Spring Clean-Up	Approval of the Cleaner, Greener Communities Initiative	J McBride	Pilot initiative completed	Y
RTS/ 058/2019	Cross Border Anti- Dumping Project	Initiate the cross border anti- dumping project; Mandate Officials from the Council to prepare a joint action plan with Louth County Council; and Support the identification of external funding sources to support the implementation of the project.	L Dinsmore	In progress. Recent change in personnel at Louth Council has delayed project	N
RTS/ 059/2019	Consultation Responses to extended Producer	Approval of the recommendat ion to	J McBride	Completed. Responses tabled at June	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
	Responsibility for Packaging; Deposit Return and Plastics Non-Recycled Content Tax	consider a Council respond as part of a wider arc21 response to the three consultations - Reforming the UK Packaging Producer Responsibility Scheme (PPRS); Deposit Return Scheme (DRS) and Plastic Packaging Tax (PPT). It was also agreed that if the Party Groupings had any particular comments to make that they submit same to Mr J McBride who would forward them to arc21.		Committee meeting	
		CORRESPONDENCE RECEIVED			
RTS/ 060/2019	Proposed Weir on Newry River	It was agreed to refer this issue back through the Master Plan process for consideration.	R Moore	Matter referred to ERT	Y
	August and a second second	IN CLOSED SESSION			
RTS/ 063/2019	Implementation of Mixed Dry Recyclables (MDR) Contract	Note the implementation plan arising from the award of a contract for the management of the Council's Mixed Dry Recyclables (MDR) Waste.	J McBride	Communication s completed. Procurement of new contract ongoing	Ŷ

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
RTS/ 064/2019	Bring Site Tender Awards 20 March 2019	Approve:- Lot 1 for the servicing of Bring Centres for Mixed Glass to the Company named in the Officer's report, for a period of two years with optional extensions of any time up to two years initially followed by up to a further two years; Lot 2 for the provision of banks and servicing of Bring Centres for Textiles to the Company names in the Officer's report, for a period of two years with optional extensions of any time up to two years initially followed by up to a further two years: Lot 3 for the servicing of Bring Centres of Mixed Paper, for a period of two years with optional extensions of any time up to two years initially followed by up to a further two years:	J McBride	Completed	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		and Lot 4 for the servicing of Bring Centres for Mixed Cans, for a period of two years with optional extensions of any time up to two years initially followed by up to a further two years.			

# NEIGHBOURHOOD SERVICES COMMITTEE

Date	Time	Location
19 June 2019	6.00 pm	Boardroom, Monaghan Row, Newry
Tuesday 20 August 2019	6.00 pm	Boardroom, Monaghan Row, Newry
Tuesday 17 September 2019	6.00 pm	Boardroom, Monaghan Row, Newry
23 October 2019	6.00 pm	Boardroom, Monaghan Row, Newry
20 November 2019	6.00 pm	Boardroom, Monaghan Row, Newry
Tuesday 17 December 2019	6.00 pm	Boardroom, Monaghan Row, Newry
22 January 2020	6.00 pm	Boardroom, Monaghan Row, Newry
19 February 2020	6.00 pm	Boardroom, Monaghan Row, Newry
18 March 2020	6.00 pm	Boardroom, Monaghan Row, Newry
22 April 2020	6.00 pm	Boardroom, Monaghan Row, Newry
20 May 2020	6.00 pm	Boardroom, Monaghan Row, Newry

II.	6	h.	٦
١.	3	۳.	
r	٦	ø	J

Report to:	Neighbourhood Services Committee
Date of Meeting:	19th June 2019
Subject:	Neighbourhood Services Business Plan 2018/19
Reporting Officer (Including Job Title):	Roland Moore, Director of Neighbourhood Services
Contact Officer (Including Job Title):	Roland Moore, Director of Neighbourhood Services Johnny McBride, Assistant Director Waste Management (Acting) Kevin Scullion, Assistant Director Facilities Management & Maintenance

For decision	X For noting only			
1.0	Purpose and Background:			
1.1	Directorate Business Plans provide an overview of planned activity for the year ahead, and contribute to the delivery of the Community Plan, Corporate Plan, Performance Improvement Plan and other key plans and strategies. They form an essential part of the Council's Business Planning and Performance Management Framework, which demonstrates how corporate priorities are cascaded across the organisation and provides assurance that they are being delivered.			
2.0	Key issues:			
2.1	Review of the Directorate Business Plan 2018-19			
	In order to improve transparency and accountability, and facilitate a performance led approach to business planning, each Directorate has undertaken a review of the 2018-19 Business Plans. These reviews provide an overview of the performance of each Directorate over the past year and have been used to influence the development of the 2019-20 Business Plans. This exercise is an important part of the Council's statutory responsibility to strengthen the way performance is monitored, reviewed and reported across the organisation. The reviews of the 2018-19 Neighbourhood Services Business Plan is attached at Appendix 1.			
2.2	Directorate Business Plan 2019-20			
	Business Plans 2019-20 outline the key actions and measures each Directorate will work towards and are aligned to the Council's budget for the same period. Each Directorate Business Plan will be considered by the respective Council Committee during June 2019.			
	The 2019-20 Business Plan for the Neighbourhood Services Business Plan is attached at Appendix 2.			

2.3	Elected Members are asked to note that further improvements to business planning are required across the Council, particularly in relation to cascading corporate priorities in a meaningful way to staff, introducing service plans and improving the use of performance indicators and measures at all levels of the Business Planning and Performance Management Framework. This is an important priority which will be progressed within the context of the new Corporate Plan (2019-23).
3.0	Recommendations:
3.1	To consider and agree:
	<ul> <li>The annual review of the Neighbourhood Services Business Plan 2018-19</li> <li>The Neighbourhood Services Business Plan 2019-20</li> </ul>
4.0	Resource implications
4.1	There are resource implications arising from this report as the delivery of actions within the respective Business Plans will be resourced from the agreed budget for 2019-20.
5.0	Equality and good relations implications:
5.1	There are no equality or good relations implications arising from this report. However specific actions and projects within each Directorate Business Plan may be subject to their own statutory equality screening, the outcomes of which will be reported as part of future Officer recommendations.
6.0	Appendices
	Appendix 1: Review of the Neighbourhood Business Plan (2018-19) Appendix 2: Neighbourhood Services Business Plan (2019-20)

# Neighbourhood Services

# Annual Assessment Business Plan 2018-19



# Introduction

This report provides an overview of progress in delivering the Neighbourhood Services Business Plan 2018-19 across the following service areas:

#### Waste Management

- Refuse Collection & Disposal
- District Cleansing
- Fleet Management & Maintenance
- Recycling

#### **Facilities Management & Maintenance**

- Grounds Maintenance
- Buildings Maintenance
- Cemeteries & Public Conveniences
- Civic Centre Domestic Services (Receptions, Canteens, Caretakers/Security)

The delivery of the Neighbourhood Services Business Plan 2018-19 supports the achievement of the following corporate priorities, and performance has been tracked using the legend below.

#### Protect our Natural and Built Environment

through our work in managing waste, litter and in maintaining our own estate

Transform and modernise the Council, providing accessible as well as value for money services

as the majority of our services are directly delivered to the rate payers of the district. Over the planning period we will seek to streamline and optimise many of those services

#### Support improved Health and Wellbeing Outcomes

as a number of our services are directly related to the Health and Wellbeing of the ratepayers of the district

Empower and Improve the Capacity of Our Communities

as a number of our services will directly assist in increasing the empowerment of the communities we serve

#### Become one of the premier tourism destinations on the island of Ireland

by improving the quality of facilities and environment for those who visit our District.

#### Legend

itatu	SI .
0	Target or objective achieved / on track to be achieved
	Target or objective partially achieved / likely to be achieved / subject to delay
0	Target or objective not achieved / unlikely to be achieved

# Progress at a glance

Develop and agree overall approach for NS Transformation.	-
	۲
Develop and agree new operating model for NS, including timetable and key work packages.	۲
Identify and secure project governance and resources for NS implementation.	۲
Commence implementation of new NS service.	
Establish Project Team to progress the Departmental capital projects for 2018 to 2022 to be implemented by FM&M Department, including upgrade of Council Public Convenience Provision and extension of Council Municipal Cemeteries and other key projects.	0
Commence Delivery of Key Capital projects	
Delivery of Key Facility Management Projects at Civic Centres	
Extending Oakleaf System across Council area and make use of this system to report to Council on reactive and planned building maintenance activities.	•
Development of Facility Management contracts across Council Estate to achieve economies of scale.	٢
Implemented recommendations from Waste Management Strategy to work towards achievement of 50% recycling rate by 2020	۲
Closure and restoration of Drumanakelly Landfill Site	0
Establish Interim Structure for Waste Management	
Establish new Household Amenity Site for Downpatrick	(2)
Commence review of Refuse Collection and other frontline services incorporating Route Optimisation	
Continue to procure most economically advantages contracts to manage waste streams	0
Implementation of single method of collection for Blue Bins	0
Undertake Entrance and Usage Review for Household Amenity Centres	
Publish Vehicle Replacement Strategy to 2021	
Rationalise T and C's across the Refuse and Cleansing Services	•
Establish cleansing measurement process to monitor impact of service and campaigns	0

	Supporting action	When	Status	ces Actions Brogroup
mation	Develop and agree overall approach for NS Transformation.	Q1		Progress In June 2018, Elected Members explored a potential model for the future design of the NS
ces Transfor	Develop and agree new operating model for NS, including timetable and key work packages.	Q1-2	۲	transformation initiative. Some delays due to resource issues, carried forward.
Neighbourhood Servici	Identify and secure project governance and resources for NS implementation.	Q2	0	The (Officer) NS Project Board has been established and the Terms of Reference for the (Elected Member) NS Working Group was considered by the RTS Committee in October 2018. Project coordinator commenced March 2019.
Neig	Commence implementation of new NS service.	Q3	۲	Delay due to resource issues, carried forward.
ntainance	Establish Project Team to progress the Departmental capital projects for 2018 to 2022 to be implemented by FM&M Department, including upgrade of Council Public Convenience Provision and extension of Council Municipal Cemeteries and other key projects.	Q1	•	Project Team not established due to delay in establishing a number of posts through Interim Structure.
and Ma	Commence Delivery of Key Capital projects	Q1-4	<b>(</b>	Key capital projects delayed due to delay in establishing a number of posts through Interim Structure
gement	Delivery of Key Facility Management Projects at Civic Centres	Q1-4	۲	Delivery of Key Facility Management Projects delayed due to delay in establishing a number of posts through Interim Structure.
activities Mana	Extending Oakleaf System across Council area and make use of this system to report to Council on reactive and planned building maintenance activities.	Q3	•	No progress to report on extension to Oakleaf System. Due to delay in establishing a number of posts through Interim Structure.
Fig.	Development of Facility Management contracts across Council Estate to achieve economies of scale.	Q1-4	•	No progress to report on development of Facility Management contracts. Due to delay in establishing a number of posts through Interim Structure.

	Implemented recommendations from Waste Management Strategy to work towards achievement of 50% recycling rate by 2020	Q1-4	٢	Ongoing. A communications Project was delivered Q1. Waste Strategy updated by Council Q2. Recycling rate at end – March 2018 published at 46.1%. Target at 50.0% by 2020 considered achievable with additional measures and projects identified and kept under review through quarterly updates to Waste Strategy Group.
	Closure and restoration of Drumanakelly Landfill Site	Q1	۲	Capping has been completed Q1. Closure Plan is currently being finalised in conjunction with Consultant, to be completed Q3.
	Establish Interim Structure for Waste Management	Q1		Some delays in implementing interim structure. Agreed by SMT in Q2 2018-19
Waste Management	Establish new Household Amenity Site for Downpatrick	Q3		The Downpatrick HRC is scheduled to complete during Q2 2019-20.
	Commence review of Refuse Collection and other frontline services incorporating Route Optimisation	Q2	۲	Delays caused by discussion on the scope of the project. Amalgamated into wider NS transformation project. Option remains to prioritise route optimisation within larger project. Assessment of current products in market continues. Data cleansing & validation exercise to be competed in Q1 2019-20
	Continue to procure most economically advantages contracts to manage waste streams	Q1-4	٢	Contracts are currently being reviewed and retendered. To be completed Q1 2019-20
	Implementation of single method of collection for Blue Bins	Q4	۲	Contract awarded by the Council Q4 2018-19
	Undertake Entrance and Usage Review for Household Amenity Centres	Q3	٢	Draft report available Q3, for discussion and approvals. New policy to be agreed with Council in Q2 2019-20
	Publish Vehicle Replacement Strategy to 2021	Q1	۲	Vehicle Capital Replacements programme (2017-22): progress updates to NS Committee in April & August.
	Rationalise T and C's across the Refuse and Cleansing Services	Q2	۲	Significant effort undertaken between Waste management and TU's. Regular meetings continue to be held. Final outcome more

			probable in Q4 as part of NS transformation project.
Establish cleansing measurement process to monitor impact of service and campaigns	Q3	٢	Keep NI Beautiful carried out Cleaner Neighbourhood Surveys in August 2017 and April 2018, during which time the LEAMS score decreased from 72 to 66, and falls below the average regional score of 73. Work being undertaken with APSE on tracking improvement.

Measures of Success					
Measure	Target	Status	Explanation		
Percentage of household waste collected that is sent for recycling	50% by 2020	52.2%	Statutory KPI. Validated full year performance information for 2018-19 will not be available from DAERA until Q3 2019-20. Unvalidated YTD performance information for 2018-19 shows a recycling rate of 52.2% at Q3.		
Amount of biodegradable municipal waste that is landfilled	<22,314 tonnes	1,295 tonnes	Statutory KPI. Validated full year performance information for 2018-19 will not be available from DAERA until Q3 2019-20. Unvalidated YTD performance information for 2018-19 shows 1,295 tonnes was landfilled at Q3.		
Amount of Local Authority Collected Municipal Waste arisings	85,500 tonnes	62,649 tonnes	Statutory KPI. Validated full year performance information for 2018-19 will not be available from DAERA until Q3 2019-20. Unvalidated YTD performance information for 2018-19 shows 62,649 tonnes at Q3. Tonnages have been reducing throughout 2018-19.		
Reduction in black bin waste collected		Not Currently Available	Local KPI. This value is calculated for the previous year based on the publication of validated performance information by DAERA. Information for 2018-19 will not be available until Q3 2019-20.		
Increase in mixed dry recyclables collected		Not Currently Available	Local KPI. This value is calculated for the previous year based on the publication of validated performance information by DAERA. Information for 2018-19 will not be available until Q3 2019-20.		

Increase in brown bin waste collected		Not Currently Available	Local KPI. This value is calculated for the previous year based on the publication of validated performance information by DAERA. Information for 2018-19 will not be available until Q3 2019-20.
Reduction in general waste arisings at civic amenity sites	Baseline to be established	Not Currently Available	Local KPI. This forms part of the HRC review. Performance information is not currently available.
Percentage of bins collected on their scheduled day	Baseline to be established	Not Currently Available	The Council is unable to produce this information in the absence of a robust information system for refuse collection. Work is currently underway to produce performance information relating to a routes completion rate.
Level of street cleanliness across the district		Not Currently Available	This performance information is produced by Keep NI Beautiful. The results for 2018-19 are not currently publically available however draft figures suggest an improvement compared to 2017-18.

# Neighbourhood Services Directorate

# Annual Business Plan 2019-20



	Contents	Pages
1.0	Introduction	3
2.0	Background	4-5
3.0	Purpose & Values	6-7
4.0	Challenges & Opportunities	7-8
5.0	Neighbourhood Services Supporting Actions	9-10
6.0	Performance	11
7.0	Organisation and Directorate Structure	11-12
8.0	Financial Information	12
9.0	Governance Arrangements	12-13

# 1.0 Introduction

1.1 The Neighbourhood Services Directorate is responsible for the provision of a number of technical services, both internally to other council departments and externally to rate payers across the district. The Directorate is responsible for the primary waste management functions of Refuse Collection & District Cleansing along with the operational support to enable these services to be delivered. In addition, the Directorate has responsibility for the management and maintenance of the main corporate buildings (civic centres and depots) as well as the maintenance of other buildings and grounds owned by council.

The Directorate was previously known as the Regulatory & Technical Services Department (RTS), however two key functions of Planning and Building control have now transferred to the Enterprise, Regeneration and Tourism Department.

1.2 The new Neighbourhood Services Directorate is seen as one of the key transformation projects for the Council. The Council has agreed to develop this Directorate, as within this Directorate sits many of the services which affect the general environment of the District, some requiring significant improvement, such as bin collection, street cleansing and public conveniences.

The transformation will focus on improving service delivery through appropriate levels of resource allocation, improving the customer experience if and when they need to contact the Council through new branding and new IT and Customer Relationship Management (CRM) tools, re-engineering of business processes and commitment to published service levels for our customers. The goal is to provide and more effective and customer focused, joined up service.

1.3 The core responsibilities of the Directorate are:

#### Waste Management

- Refuse Collection
- Environmental Cleansing
- Waste Processing
- Recycling
- Enforcement
- Fleet Management

Facilities Management and Maintenance

- Grounds Maintenance
- Buildings Maintenance

- Cemeteries & Public Conveniences
- Civic Centre Domestic Services (Receptions, Canteens, Caretakers/Security)

# 2.0 Background

- 2.1 The Neighbourhood Services Business Plan is developed within the context of the Community Plan, Corporate Plan and Performance Improvement Plan. The Community Plan sets out the long-term outcomes for the District, based on the needs and aspirations of local people. The existing Corporate Plan sets out the key priorities for the Council between 2015-19, and how it will contribute to achieving the community planning outcomes. The new corporate plan for 2019 2023 is currently under development. The Performance Improvement Plan highlights the improvement stakeholders can expect to see through the annual performance improvement objectives, which are clearly aligned to community planning outcomes and corporate priorities.
- 2.2 The Community Plan, Corporate Plan and Performance Improvement Plan are cross cutting and strategic in nature. They guide all activity within the organisation, as well as the subsequent allocation of resources, and sit within a hierarchy of plans, as outlined in the 'Business Planning and Performance Management Framework' (Figure 1).
- 2.3 The Business Planning and Performance Management Framework drives and provides assurance that the Council is delivering its corporate vision and priorities, whilst securing continuous improvement in the exercise of functions. It provides a mechanism to join up and cascade the various plans and strategies across the organisation, demonstrating how employees contribute to achieving community planning outcomes and corporate priorities, for the ultimate benefit of the citizens we serve.

# Figure 1: Business Planning and Performance Management Framework



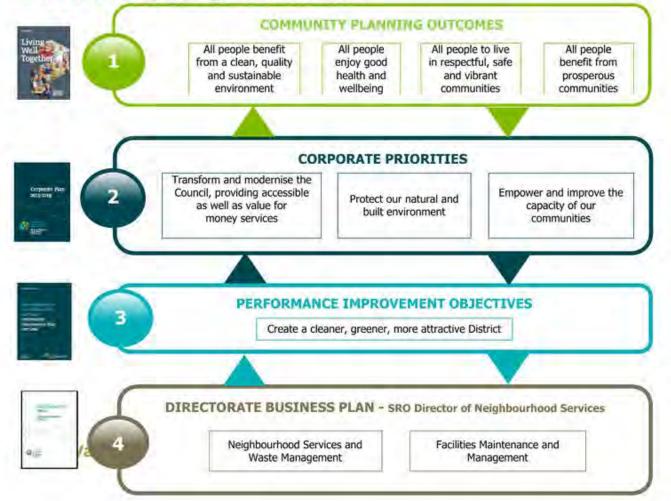
2.4 Whilst the Corporate Plan focuses on issues which cut across the organisation and are strategic in nature, the Neighbourhood Services Business Plan provides an overview of the key operational activities for the coming year. These activities are explicitly linked to corporate priorities and coupled with 'business as usual' service delivery, provide clear direction for all employees within the Office (Figure 2). The Neighbourhood Services Business Plan is published annually and is the basis upon which performance is managed and reviewed by the full Council, Neighbourhood Services Committee (previously known as Regulatory and Technical Services Committee) and Senior Management Team.

# 3.0 Purpose & Values

## 3.1 Purpose

3.1.1 The primary purpose of the Neighbourhood Services Directorate's is to develop, implement and monitor key corporate (strategic) frameworks to maintain and improve the environmental sustainability of the district through the appropriate management of waste and litter in the physical environment while also ensuring the management and maintenance of the council's estate across the district.

### Figure 2: Neighbourhood Services Alignment across the Business Planning and Performance Management Framework



3.2.1 The Department adheres to the Council's values which are outlined in the Corporate Plan 2015-19:

Which means:
We will actively encourage citizen and community engagement, as well as be a listening and responsive Council.
We will make decisions based on an objective assessment of need and operate in a transparent way as well as openly reporting on our performance.
We will actively encourage and pursue working in partnership at all levels to deliver for our District.
We will take into account the social, economic and environmental impacts of our decisions on current and future generations.
We will proactively target actions at those which are marginalised in our community.

3.2.2 In accordance with the Section 75 requirements of the Northern Ireland Act (1998), the CEO is committed to carrying out its functions having due regard to the need to promote equality of opportunity and regard for the desirability to promote good relations. All new and revised policies, procedures and programmes of work will be subject to an equality screening and rural needs impact assessment (where appropriate).

# 4.0 Challenges & Opportunities

4.1 The Neighbourhood Services Directorate was established in January 2018, which was formally the RTS Directorate. The organisational design of the new Council has therefore evolved, to centralise the management of a number of existing Council functions as well as new powers which were transferred to the Council on the 1 April 2015.

One of the main strategic opportunities for 2019/20 is to commence significant transformation within the Neighbourhood Services Directorate as considered by Council in Jan/Feb of 2018. The summary of the transformation project is detailed in section 1.2. The process of transformation is directed by elected members who make up the Neighbourhood Services Working Group.

4.2 It is still in its developmental stage however over the course of this financial year, the Directorate will continue to develop the necessary corporate frameworks, policies, processes and systems to deliver strategic improvement across the organisation, specifically in the areas of Waste Management and Facilities Management. Changes in the external environment reflect heavily upon the operations of the Directorate.

4.3 The various (internal and external) challenges and opportunities for the Directorate are summarised as follows:

#### External Environment

- Legislation: Ensuring corporate legislative compliance in respect of existing and new statutory obligations in Waste, including Health & Safety and Equality (Section 75).
- Community Planning: Via the Environmental and Spatial Thematic Delivery Group, developing partnerships and plans that will assist in the creation of local area based plans to deliver on the Council's Community Plan.

#### Internal Environment

- Management: Successfully establishing the new Directorate in terms of its structure, governance and internal processes.
- Resources: Identifying and securing the financial and non-financial resources needed for the Directorate to deliver the key frontline service for the Directorate.
- Performance Management: Continually monitoring and reviewing departments performance, highlighting areas of high-performance as well as identifying areas for intervention.
- Transformation & Improvement: Developing and implementing transformational change for the new Neighbourhood Services Transformation Project.
- Strategic Projects: Ensuring the management and delivery of the Directorate's strategic projects within time, cost and quality parameters.
- Property and Land Assets: Successfully implementing centralised contracts and frameworks to support the effective and efficient management of the council's estate.
- Creating a Cleaner and Greener Environment: Aligned with the best Circular Economy practices, implementing programs that will reduce waste arisings and litter, while increasing recycling and reuse.
- Engagement: Encouraging communities to take pride in their areas and support the Council by helping look after our environment through initiatives and campaigns.

# 5.0 Neighbourhood Services Supporting Actions

# **Key Office Actions**

**Neighbourhood Services Transformation** – To modernise and transform our frontline services.

Facilities Management and Maintenance – To develop and improve the quality of our facilities.

Waste Management - To strategically manage the District's waste.

Neighbou	whood Services Directorate Key Actions	Timescale
nation	Q2	
Neighbourhood Services Transformation	Identify Overall Project Timeline and Key Work Packages for Neighbourhood Services Transformation.	Q2
	Establish Project Team to progress the Departmental capital projects for 2019 to 2022 to be implemented by FM&M Department.	Q1
	Commence Delivery of agreed Key Capital projects	Q2
ance	Through the Councils Inter Department Study Group formulate a Development Strategy for the Council's Public Convenience Service.	Q1
raciilues Management and Maintenance	Submit statutory approvals applications for Phase 3 extension to Monkshill Cemetery and Phase 2 extension to Rostrevor Cemetery.	Q4
ment and	Development of Facility Management contracts across Council Estate to achieve economies of scale.	Q3
s manage	Extend Online Maintenance System across Council on reactive and planned building maintenance activities.	Q2
aomoe.	Participate in Ulster in Bloom and Tidy Town Competitions.	Q2

Develop and progress the Circular Economy agenda in the Council.	Q4
Develop and deliver "Cleaner, Greener Communities Initiative" alongside the Active and Healthy Communities Directorate to include a recognition event for participating groups.	
New Household Recycling Centre (Downpatrick).	Q2.
Complete Review of Household Recycling Centres (HRCs).	Q2
Implementation of Re-Use schemes, including Mattress Recycling.	Q2.
Enforcement Improvement Plan (in support of Dog Fouling Strategy, Littering & Fly-Tipping).	
Implement Cross-Border Anti-Dumping Project with Louth County Council.	Q2-3
Review Waste Management Strategy through arc21.	Q4
Complete Business Case for Refuse Collection Fleet.	Q1
Litter Bin Provision Policy.	Q2.
Complete Review of Refuse Collection Routes.	Q4
Finalise Annual Vehicle Replacement Plan.	Q1
New Fleet Management Policy & Procedures.	Q1

# 6.0 Performance

- 6.1 The Neighbourhood Services Directorate is responsible for key technical services, both internally to other council departments and externally to rate payers across the district. This exercise will also identify additional, suitable performance measures for the Neighbourhood Services Directorate.
  - 6.2 In addition to managing and monitoring financial and human resources, the following performance measures will be monitored during 2019-20:

#### Measure of Success

Percentage of household waste collected that is sent for recycling

Amount of biodegradable municipal waste that is landfilled

Amount of Local Authority Collected Municipal Waste arisings

Reduction in black bin waste collected

Increase in mixed dry recyclables collected

Increase in brown bin waste collected

Reduction in general waste arisings at civic amenity sites

Refuse Collection Completion Rate

Level of street cleanliness across the district

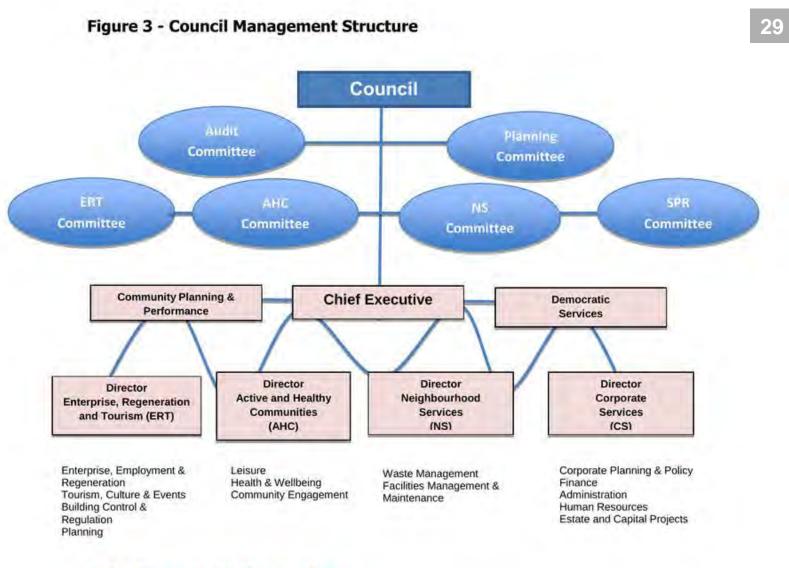
## Neighbourhood Services Plans and Strategies

- 6.3 The NS Directorate is responsible for leading the development, implementation and review of the following plans and strategies, which influence the work of the Office and Council:
  - Waste Management Plan

# 7.0 Organisation and Directorate Structure

The Neighbourhood Services Directorate is one of five Departments, which together comprise the management structure of the Council (Figure 3). The management structure of the Directorate (Figure 4) contains two core frontline services, namely;

- Waste Management
- Facilities Management & Maintenance



# 8.0 Financial Information

Net estimated expenditure (2019-20)		
Facilities Management and Maintenance	£6,101,201	
Waste Management	£17,219,410	
TOTAL: Neighbourhood Services	£23,320,611	

# 9.0 Governance Arrangements

9.1 Reviewing performance and reporting progress to Elected Members and other key stakeholders facilitates transparency, accountability and improvement in everything the Council does. The governance arrangements to develop, monitor and report the Council's progress in implementing the Director's Business Plan are outlined below, and are supplemented by regular reviews by the Director and his team. The governance arrangements the Council has put in place to deliver continuous improvement are also subject an annual audit and assessment by the Northern Ireland Audit Office.

#### Figure 5: Governance Arrangements

#### **Full Council**

- Ratification of Directorate Business Plan
- Ratification of annual review of Directorate Business Plan

#### Strategy, Policy and Resources Committee / Audit Committee

- Scrutiny and challenge around the Duty of Improvement
- Provide assurance that performance management arrangements are robust and effective

#### **Neighbourhood Services Committee**

- Consideration, scrutiny and approval of Directorate Business Plan
- Consideration, scrutiny and approval of annual and bi-annual reviews of Directorate Business Plan

#### Senior Management Team

- Development, consideration and approval of NS Business Plan
- Development, consideration and approval of the annual and bi-annual reviews of NS Business Plan

Ag freastal ar an Dún agus Ard Mhacha Theas Serving Down and South Armagh

0300 013 2233 (Council) 0300 200 7830 (Planning) council@nmandd.org www.newrymournedown.org

Oifig an Iúir Newry Office O'Hagan House Monaghan Row Oifig Dhún Pádraig Downpatrick Office Downshire Civic Centre Downshire Estate, Ardglass Road

Newry BT35 8DJ

Downpatrick BT30 6GQ

Report to:	Neighbourhood Services Committee
Date of Meeting:	19th June 2019
Subject:	Neighbourhood Services Working Group
Reporting Officer (Including Job Title):	Roland Moore, Director of Neighbourhood Services
Contact Officer (Including Job Title):	Roland Moore, Director of Neighbourhood Services Johnny McBride, Assistant Director Waste Management (Acting) Kevin Scullion, Assistant Director Facilities Management & Maintenance

For decision	X For noting only		
1.0	Purpose and Background:		
1.1	The purpose of this report is to seek Members approval on the updated Neighbourhood Services Working Group Terms of Reference and to seek nominations from the committee to be part of this working group. It is also to seek approval of the action sheet from the most recent meeting of the working group in March 2019, prior to the local elections.		
2.0	Key issues:		
2.1	Neighbourhood Services Working Group Terms of Reference		
	The terms of reference have been updated to reflect the new name of the Committee and that appointments should come from the Neighbourhood Services Committee on an annual basis. Nominations are also sought from those elected members on the committee for the positions as detailed in the terms of reference. The updated terms of reference is attached within Appendix 1.		
2.2	Neighbourhood Services Working Group Action Sheet		
	Approval is sought from elected members on the action sheet from the meeting on the 20 <sup>th</sup> March 2019, attached at Appendix 2.		
2.3	Members are asked to agree the date for the next planned Neighbourhood Services Working Group meeting as Tuesday 17 <sup>th</sup> September prior to the committee meeting.		
3.0	Recommendations:		
3.1	<ul> <li>To consider and agree:</li> <li>The updated Neighbourhood Working Group Terms of Reference</li> <li>The action sheet from 20<sup>th</sup> March 2019</li> </ul>		

4.0	Resource implications
4.1	There are no resource implications contained within this report, however it is highly likely the project will have very significant resource implications for the Council, both in terms of the upfront investment required to support actual service change, as well as the resources needed to support its management. These can only be quantified once the required changes are specified following Elected Member agreement to detailed service design.
5.0	Equality and good relations implications:
5.1	There are no equality or good relations implications arising from this report.
6.0	Appendices
	Appendix 1: Neighbourhood Services Working Group Terms of Reference Appendix 2: Action sheet from 20 <sup>th</sup> March 2019.

Neighbourhood Services Working Group - Terms of Reference



### Neighbourhood Services Working Group

**Document Reference** 

Version:	2.0 (DRAFT FOR AGREEMENT)
Report Status:	Draft for agreement at NS Committee, 19 June 2019
Date Issued:	13 June 2019
Date(s) of Review:	19 June 2019

Neighbourhood Services Working Group - Terms of Reference

#### Purpose

The purpose of the Neighbourhood Services Working Group ("the Working Group") is to provide political direction and support to the development and implementation of the Neighbourhood Services project.

The Working Group will be responsible to the Neighbourhood Services (NS) Committee for the successful development and implementation of the project and its constituent activities. This Committee is accountable to Full Council.

#### Scope

The Working Group shall be authorised to and responsible for:

- Providing political direction and support to the implementation of the project, its governance structures, as well as its activities;
- Ensuring the project and its work packages are delivered, and subsequent benefits realised, in accordance with the desired outcomes and objectives of the project;
- Resolving directional issues (i.e. competing aims, competing resources etc.) between inscope supporting activities;
- Escalating issues, where appropriate, to the Neighbourhood Services (NS) Committee for redress;
- Overseeing the management of the project's risks;
- Continually monitoring and reviewing the performance of the project (i.e. timetable, cost, quality etc.);
- Overseeing stakeholder communications and engagement; and
- Making recommendations to the Neighbourhood Services (NS) Committee in respect of all aspects to the development, implementation and closure of the project (i.e. project stages, business case approvals, procurement, change requests etc.)

#### Methodology

The project will be managed in accordance with a recognised project management methodology. Neighbourhood Services Working Group - Terms of Reference

#### Membership Arrangements

Membership of the Working Group shall be comprised of the following appointed Councillors:

Sinn Fein	To be appointed
	To be appointed
SDLP	To be appointed
	To be appointed
DUP	To be appointed
UUP	To be appointed
Smaller Parties/Indp	To be appointed

Appointments to this Working Group shall be made annually at the Neighbourhood Services Committee Meeting (NS) of the Council.

The Working Group shall be supported by the Director of Neighbourhood Services, as well as by other senior officials from the Neighbourhood Services Directorate and the Council.

#### Frequency of Meetings

A schedule of meetings shall be agreed by the Working Group.

#### Secretarial Support & Project Documentation

Secretarial support shall be provided to the Working Group by the Neighbourhood Services Directorate.

An appointed Project Manager shall be responsible for maintaining all project documentation relating to all aspects of the project and the operation of the Working Group.

#### Working Group Reports

The Working Group shall be required to maintain an action sheet (where relevant) for all Meetings and submit them to the Neighbourhood Services (NS) Committee for adoption.

The Working Group shall also receive regular progress reports from the (Officer) Neighbourhood Services Project Board. These progress reports shall also be tabled at the Council's Efficiencies Working Group (EWG) meetings for noting.

#### NEIGHBOURHOOD SERVICES WORKING GROUP

#### 20 MARCH 2019, 3.00PM, BOARDROOM, MONAGHAN ROW

In attendance:	(Councillors)			
	Councillor C Casey (Chair) Councillor T Andrews Councillor J Macauley Councillor W Walker Councillor G Craig (requested to attend)	Councillor W Clarke Councillor J Tinnelly Councillor G Stokes		
In attendance:	(Officials)			
in allondaroot	Mr. R Moore (Director, Neighbourhood Services) Mr. J McBride (Assistant Director, Waste Management) (Acting) Mr. K Scullion (Assistant Director, Facilities Management & Maintenance) Mr. J McGilly (Assistant Director: Community Planning & Performance) (Acting) Mr. G Kerr (Programme Co-Ordinator)			

#### Apologies:

Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
Introductions and Apologies	Mr. G Kerr, Programme Co-Ordinator was introduced to the Working Group.	R Moore	For noting only	Y

Action Sheet from NS Working Group. 30 January 2019	Read: Action Sheet from NS Working Group. 30 January 2019. Members noted all actions were complete, except for one concerning the development of a Stakeholder Communications and Engagement Strategy. To be discussed later in the Agenda.	R Moore	For noting only	Y
Action Sheet from NS Project Board.11 March 2019	Read: Action Sheet from NS Project Board. 11 March 2019. Members noted that the Project remains Amber, a Project Manager has taken up post but the project has not yet been formally initiated. It was noted that Project Board had agreed the project should be titled the "Neighborhood Services Transformation Project". This will be included in the Project	G Kerr	For noting only	Y
Neighbourhood Services Project Update Report	Initiation Document to be tabled at a future Working group for agreement. Read: Neighbourhood Services Project Update Report Members noted that Project Board had met 11 March 2019. As above, Members noted the project status is being reported as Amber. Other matters arising included later in Agenda.	G Kerr	For noting only	Y

Benchmarking Report	Read: Neighbourhood Services Project Update Report Members considered the report from recent Benchmarking visits and the lessons learned. Transformation will be an ongoing process. Visits had demonstrated the importance of good data, technology (including real time in-cab solutions) and early engagement with staff. Falkirk was cited as an example where technology had led to very significant cost savings. Corporate work on Terms and Conditions will be a key interdependency. A Trade Union Representative was included in the visits team. Further visits will be required as service design proposals are developed.	R Moore	RM, JMcB & KS to arrange further benchmarking visits.	N
Proposed Project Approach	Read: Proposed Project Approach Members noted the planned approach to formally initiate the Neighbourhood Services Transformation Project. A project Initiation Document will now be produced for approval at subsequent Project Board and Working Group meetings.	G Kerr	GK to progress and bring to Project Board and Working Group.	N
Stakeholder Communications and Engagement	Read: Draft NSTP Stakeholder Communications and Engagement Strategy Members noted that in response to an action from the last Working Group Meeting, a draft Stakeholder Communications and Engagement Strategy had been produced. The detail required to finalise this strategy will be provided by the project initiation process over the coming weeks.	G Kerr	GK to liaise with Communications and Marketing Department to inform development of a completed strategy.	N

Risk Register	Read: Risk Register Members considered the Risk Register, it was noted that Project Board had reviewed the risk register on 11 March 2019 and that all risks are RAG status Red. Mitigation actions have been identified and will be progressed during project initiation, with the result that risk scores should reduce by the next meeting of Working Group.	G Kerr	Risk owners to manage individual risks and GK to maintain and update register.	N
AOB	Mr R Moore summed up the next steps: 1. Formal project initiation 2. Route Optimisation 3. Further benchmarking visits 4. Discussions with IT Project Board 5. Further work on a 'StreetScene' concept	R Moore	RM, KS, JMcB, & GK to report progress at next meeting.	N

Λ	Ľ	1	
٩.	1	u	

Report to:	Neighbourhood Services Committee
Date of Meeting:	19 <sup>th</sup> June 2019
Subject:	Council Submission to Translink Ulster in Bloom 2019
Reporting Officer (Including Job Title):	Kevin Scullion Assistant Director Facilities Management & Maintenance
Contact Officer (Including Job Title):	Aidan Mallon Head of Maintenance

For decisio	For decision For noting only X		
1.0	Purpose and Background		
1.1	<ul> <li>The Translink Ulster in Bloom competition showcases partnership working betweet councils and local community 'In Bloom' Groups and Associations under the headings of Horticultural, Environment and Community.</li> <li>The competition is co-ordinated by the Northern Ireland Local Government Association (NILGA). NILGA is the council led representative body for local authorities in Northern Ireland, all 11 councils in Northern Ireland are members of the Association. Translink have sponsored the competition since 1999.</li> <li>It is considered that the core competition criteria, Horticultural, Environment and Community, help to instil local pride, create awareness of the environment and biodiversity, encourages cross community participation and involvement for those of all ages and abilities.</li> <li>The competition is judged July – early August, volunteer judges travel in pairs and follow prepared itineraries so that every place is visited over the key summer period. Besides selecting the best cities, towns, villages, stations etc., judges also make a few special awards and choose those places likely to best represent Northern Ireland in the national RHS Britain in Bloom competition.</li> <li>This year the Council has submitted 18 entries; the city of Newry, the towns of Warrenpoint, Downpatrick, Newcastle, Ballynahinch, and villages of Bessbrook, Crossmaglen, Saintfield, Castlewelllan, Killyleagh, Crossgar, Dundrum, Killough, Strangford, Clough, Bryansford, Annsborough, and Burren.</li> <li>As part of the Councils submission a portfolio has been provided to the Judges to highlight how the Council s committed to supporting local communities in improving our environment and making our district a better place for all to enjoy. A copy of the portfolio is provided at Appendix 1.</li> </ul>		

2.0	Key issues		
2.1	<ul> <li>The Council submitted 18 entries to this years' Translink Ulster in Bloom competition which seeks to instil local pride, create awareness of the environment and biodiversity, encourage cross community participation and involvement for those of all ages and abilities.</li> <li>The Council entries are the city of Newry, the towns of Warrenpoint, Downpatrick, Newcastle, Ballynahinch, and villages of Bessbrook, Crossmaglen, Saintfield, Castlewelllan, Killyleagh, Crossgar, Dundrum, Killough, Strangford, Clough, Bryansford, Annsborough, and Burren.</li> <li>Judging takes place in July and August with the competition being launched on 20<sup>th</sup> June.</li> <li>As part of the Councils submission a portfolio has been provided to the Judges to highlight how the Council is committed to supporting local communities in improving our environment and making our district a better place for all to enjoy.</li> </ul>		
-			
3.0	Recommendations		
3.1	Note the content of the report.		
4.0	Resource implications		
4.1	Officer time.		
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: Newry, Mourne & Down District Council Translink Ulster in Bloom Portfolio 2019.		
8.0	Background Documents		
	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:		
	<ul> <li>Background papers which are defined as those documents relating to the subject matter of a report which:</li> <li>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</li> <li>b) Have, in the Chief Executive's opinion, been relied upon to a material extent in preparing the report.</li> </ul>		

|--|



# Newry, Mourne and Down District Council

# **Translink Ulster in Bloom 2019**



# INTRODUCTION

Newry, Mourne and Down District Council are committed to supporting local communities in improving our environment and making our district a better place for all to enjoy.

This year the following areas within the Council area have been included in this year's Translink Ulster In Bloom; the city of Newry, the towns of Warrenpoint, Downpatrick, Newcastle, Ballynahinch, and villages of Bessbrook, Crossmaglen, Saintfield, Castlewellan, Killyleagh, Crossgar, Dundrum, Killough, Strangford, Clough, Bryansford, Annsborough, and Burren,

### Newry, Mourne and Down District Council Local Biodiversity Action Plan

The Council have a statutory duty for biodiversity and work towards implementing our Local Biodiversity Action Plan (LBAP) as part of our everyday functions. The LBAP outlines a plan of action to; conserve and enhance the rich biodiversity of the District for current and future generations, educate and raise awareness of the importance and variety of biodiversity found within the district and encourage local ownership of our biodiversity.

### Financial Assistance Call – Local Biodiversity Enhancement Theme

In 2019, Newry, Mourne and Down District Council added a new 'Biodiversity theme' to their Financial Assistance Call. The objectives of the theme were to help conserve and enhance the rich biodiversity of the district and to encourage community participation in delivery of the Council Local Biodiversity Action Plan. Several groups, many from the areas entered into Translink Ulster in Bloom, were funded under this title. The heart of Down red squirrel group, for example, received funding for their project in Montalto estate, Ballynahinch. The Strangford residents' association were awarded funding to enhance the biodiversity of the village's pocket park and upper green. Funding was also given to Autism Support Kilkeel (ASK) to create a sensory Garden at their centre. This will be a place where people with support needs can come together with nature to learn about the importance of biodiversity using green activities that will improve their health, skills and confidence.

## **Cleaner, Greener Communities Initiative**

A new initiative called Cleaner, Greener Communities was launched this year within Newry, Mourne and Down District Council. The Council receive numerous requests from members of the public annually for assistance with litter picks in their local areas. We know that there is a huge demand from community groups throughout the district to take positive, environmental action against litter and understand that groups may not necessarily have their own equipment to enable them to do so.



Photo: Cllr Oksana McMahon, Deputy Chairperson of Newry, Mourne and Down District Council and Celine Magill from NWP at the launch of the Cleaner, Greener Communities initiative

The 'Cleaner, Greener Communities' initiative offered direct assistance to sixteen groups across the district who committed to carrying out two litter picks during May and June 2019. Groups were also required to raise awareness at a local level of other important issues such as dog fouling and food waste recycling. Participants included Strangford Residents Association, Killough Community Association and Bunscoil Bheanna Boirche, Castlewellan.

#### **Keep NI Beautiful**

The Council works closely with Keep Northern Ireland Beautiful (KNIB) to encourage civic pride across its District through participation in various environmental campaigns. As part of KNIB's Live Here Love Here campaign, which incorporates The BIG Spring Clean, The Coast Care, River

Care and Lough Care and "Adopt A Spot" programmes, local groups are encouraged to take practical environmental action to keep their environment clean.

#### **Bee-licious Project**

Newry, Mourne and Down District Council took part in the Bee-licious project from March 2016 to 2019. The project was supported by the National Lottery through the Heritage Lottery Fund (HLF), 'Our Heritage' Programme. It focused on bringing people together to appreciate natural heritage through pollinators.

The aim of the project was to restore semi-natural habitats across the district, making them more 'pollinator friendly'. A number of sites have been improved for wildlife including Council owned land at Clonallon Park in Warrenpoint, where native bulbs and fruit trees were planted. A large wildflower meadow is currently being created behind the new leisure centre building in Newry. Local community groups also got involved and improved their greenspaces for pollinators, for example the River Valley Development Association in Kilkeel received native wildflower seeds and support from the Bee-licious project.



Photo: Fruit trees planted in Clonallon Park, Warrenpoint.

#### Sustainable Christmas Tree Pilot Programme

The Council plays a significant role each year in helping our communities celebrate Christmas. We ensure that the Christmas illuminations are in place and working during the festive season. We install and look after about 28 cut Christmas trees across the district.

Through working with our Councillors we helped them to launch a new initiative for Christmas 2018, the first ever Sustainable Christmas Tree Pilot Programme across the district. So each year rather than have a tree cut down to be placed in our local areas we are planting real Christmas trees.

The scheme, which has been supported by local community organisations that have worked with Council to plant Christmas trees, envisages that the sustainable trees will become the central point for Christmas celebrations for the communities taking part.

Areas this year that received a sustainable Christmas tree included; Rostrevor, Castlewellan, Clough, Killyleagh, and Burren.

Photograph below of Rostervor Sustainable Christmas Tree "Switch On" event, Saturday 8<sup>th</sup> December 2018.



Photographed above is our Chairperson Mark Murnin along with Daniel Higgins and Aidan Harpur at the Rostrevor Christmas Switch On event in December 2018

#### **Environmental Education and Awareness**

Newry, Mourne and Down District Council encourage schools to participate in the internationally recognised Eco Schools' Programme, which leads to the award of the prestigious Green Flag. All schools within the district are registered and regularly get support from Council in meeting targets for their chosen topics. Environmental education officers, Council biodiversity officer, recycling officer and the environmental co-ordinator all provide expertise and help where needed to schools in achieving their goals. Council also run two Eco-school information events for teachers in Newry and Downpatrick each year to further guide and support the schools in this worthwhile programme.



Photo: Primary schools celebrating green flag success at the annual Council Eco-schools' reception ceremony

Report to:	Neighbourhood Services Committee
Date of Meeting:	19 <sup>th</sup> June 2019
Subject:	Councillors' Christmas Illuminations/Celebrations Group Terms of Reference
Reporting Officer (Including Job Title):	Kevin Scullion Assistant Director Facilities Management & Maintenance
Contact Officer (Including Job Title):	Kevin Scullion Assistant Director Facilities Management & Maintenance

For decis	For decision X For noting only	
1.0	Purpose and Background	
1.1	Councillors have requested for the continuation of the Councillors' Christmas Illuminations/Celebrations Group which was established in the previous term of Council. The existing Terms of Reference for this Group are no longer valid and so revised Terms of Reference are presented at Appendix 1 for your consideration. Officers seek your approval for the revised Terms of Reference.	
2.0	Key issues	
2,1	As noted above.	
3.0	Recommendations	
3.1	<ul> <li>Note the content of the report.</li> <li>Agree to the Terms of Reference for the Councillors' Christmas Illuminations/Celebrations Group.</li> </ul>	
4.0	Resource implications	
4.1	Officer time.	
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: Councillors' Christmas Illuminations/Celebrations Group Terms of Reference.
8.0	Background Documents
	<ul> <li>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.</li> <li>Background papers which are defined as those documents relating to the subject matter of a report which: <ul> <li>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</li> <li>b) Have, in the Chief Executive's opinion, been relied upon to a material extent in preparing the report.</li> </ul> </li> </ul>
	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.

## COUNCILLORS' CHRISTMAS ILLUMINATIONS/CELEBRATIONS GROUP

## - Terms of Reference -

### Scope:

The Councillors' Christmas Illuminations/Celebrations Group will meet as required during the term of the Council to agree the Council's evolving programme for how Council will help local communities across the district celebrate Christmas.

#### Membership:

Membership shall be respectful of the party political representation on the Council, take account of the changing positions of Chairperson and Deputy Chairperson, and shall acknowledge majority/minority political party dynamics whilst taking account of the need to create a space for minority political voices. No single political party shall hold more than two membership places with the two largest political parties being entitled to hold two membership positions at all times.

Membership shall be composed of:

- Council Chairperson
- Council Deputy Chairperson
- One Councillor nominated from each of the following parties Sinn Fein, SDLP, DUP, UUP, Alliance and 1 Independent member.
- Further nominees, as required, from the two largest political parties in line with their entitlement to hold a maximum of two membership positions.

#### Chairperson:

Council Chairperson will chair meetings.

In the absence of the Chairperson, the Deputy Chairperson will chair the meeting. If both are not present, the meeting will select a Chair from those present.

#### Meetings:

The Christmas Illuminations/Celebrations Group does not have decision making powers, it makes recommendations only. Recommendations arising will be tabled at the Council's Neighbourhood Services Committee for consideration.

It does not operate to any quorum and meetings proceed regardless of numbers in attendance.

Meetings will be convened by the Assistant Director of Community Engagement.

#### Officers:

Assistant Directors of Facility Management & Maintenance Department, Community Engagement Department. Tourism, Culture and Events Department and the Head of Corporate Policy.

#### Press:

Not open to the press.

#### Public:

Not open to the public.

Report to:	Neighbourhood Services Committee
Date of Meeting:	19 <sup>th</sup> June 2019
Subject:	Update on Public Convenience Capital Project
Reporting Officer (Including Job Title):	Kevin Scullion Assistant Director Facilities Management & Maintenance
Contact Officer (Including Job Title):	Gail Kane, Head of Facilities Management

For decision X For noting only		
1.0	Purpose and Background	
1.1	Council previously agreed to undertake a review of the public toilet provision within our District, and has set aside £1.2m for this review.	
	The proposal is to upgrade the toilet provision currently managed by the Facilities Management & Maintenance Department, and to also develop a Public Toilet Strategy which provides guidance on the way forward.	
	The purpose of this report is to provide members with an update on how this Project is progressing and plans for the immediate future.	
2.0	Key issues	
2.1	<ul> <li>We have met with a leading member of the British Toilet Association who is assisting with the provision of independent advice and guidance in relation to Public Conveniences. The BTA is a "not for profit" organisation who works with Local Authorities to discuss current standards of provision, strategy and issues relevant to design, layout, product, service needs, security and maintenance.</li> </ul>	
	<ul> <li>The BTA has visited all 31 No. public toilets and provided us with a scoping document which provides a complete review of the current toilet provision within the Council area. It gives specific detail on the current standard and provision of each of the 31 No. public toilets.</li> </ul>	
	<ul> <li>We have assembled a Public Convenience Review Working Group which consists of members of Tourism, Leisure, Community Services and Environmental Health. The aim of the Working Group is to assist with setting down of a forward thinking strategy to provide the best level of service to all our residents and the tourist trade and visitors to the district.</li> </ul>	

	<ul> <li>During the meeting of the Working Group the findings of the Scoping document were discussed, together with a number of issues of concern which were identified as needing addressed.</li> <li>One of the decisions taken from the Working Group was to undertake a Public Consultation in order to ascertain the needs and wishes of the members of the public. We are planning to carry out this consultation process over the summer months.</li> <li>We are currently in the process of developing a draft Public Convenience Strategy document which should identify a number of opportunities for continued improvement, increase awareness of provision, investigate provision of other toilet schemes such as community toilet scheme and Changing Places toilets, together with addressing any other issues of concern identified.</li> </ul>	
3.0	Recommendations	
3.1	<ul> <li>Note the content of the report.</li> </ul>	
	<ul> <li>Carry out a Public Consultation during July/August 2019.</li> </ul>	
	To present the draft Dublic Convenience Strategy document to Council at	
	<ul> <li>To present the draft Public Convenience Strategy document to Council at the Summer/Autumn 2019 Neighbourhood Services Committee meeting.</li> </ul>	
	the Summer/Addition 2015 Neighbourhood Services committee meeting.	
4.0	Resource implications	
4.1	Costs attributed to this contract will be funded through the Council's Capital Budget. The expected three-year cost is £1.2m.	
50		
5.0 5.1	Equality and good relations implications	
3.1	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	
	None	
8.0	Background Documents	
	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: Background papers which are defined as those documents relating to the subject matter of a report which:	
	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	

<ul> <li>b) Have, in the Chief Executive's opinion, been relied upon to a material extent in preparing the report.</li> </ul>
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.

Report to:	Neighbourhood Services Committee
Date of Meeting:	19 <sup>th</sup> June 2019
Subject:	Flood alleviation of drain along Newry/Portadown Canal at Lock Gate 5
Reporting Officer (Including Job Title):	Kevin Scullion, Assistant Director Facilities Management & Maintenance
Contact Officer (Including Job Title):	Aidan Mallon, Head of Maintenance

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

For decision X For noting only

1.0	Purpose and Background	
1.1	At the March 2019 meeting of this Committee Officers reported on the requirement for flood alleviation measures at a drain along Newry/Portadown Canal at Lock Gate 5.	
	Attached at Appendix 1 is a copy of this report which was approved.	
	It will be noted that approval of up to $\pounds10,000$ spend was approved. Following further work on this matter it is now estimated that actual spend on behalf of the Council will be $\pounds15,000$ .	
	The reason for the revised sum of $\pounds$ 15,000 for Council contribution is due to increased requirements stipulated by NIEA where the new connections are being made to the Scheduled Monument, Newry Canal.	
	Council approval is sought on the basis of the revised cost of £15,000.	
2.0	Key Issues	
2.1	<ul> <li>Rivers Agency have identified an area prone to flooding in the Tandragee Road area of Newry and attribute this risk to drainage issues within land by three separate parties including the Council.</li> </ul>	
	<ul> <li>The Committee at its March 2019 meeting agreed to participate in improved drainage works at this site along with two other landowners with Council contribution agreed at £10,000.</li> </ul>	
	<ul> <li>Further consultation with NIEA has established that additional works will be required increasing expected Council contribution costs to £15,000.</li> </ul>	
3.0	Recommendations	
3.1	<ul> <li>Council approve to participating in the provision of these improved drainage arrangements in the area of Lock Gate Number 5 at Carnbane Industrial Estate up to maximum value of £15,000</li> </ul>	
4.0	Resource implications	
4.1	Officer time.	

-	<ul> <li>Council agreed costs associated with these works will be funded through the Council's approved maintenance budget for Newry Canal.</li> </ul>		
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: Report Flood alleviation of drain along Newry/Portadown Canal at Lock Gate 5 March 2019		
8.0	<ul> <li>Background Documents</li> <li>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:</li> <li>Background papers which are defined as those documents relating to the subject matter of a report which:         <ul> <li>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</li> <li>b) Have, in the Chief Executive's opinion, been relied upon to a material extent in preparing the report.</li> </ul> </li> </ul>		
	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.		

Appendix 1

Report to:	Regulatory & Technical Services Committee
Date of Meeting:	20 <sup>th</sup> March 2019
Subject:	Flood alleviation of drain along Newry/Portadown Canal at Lock Gate 5
Reporting Officer (Including Job Title):	Kevin Scullion, Assistant Director Facilities Management & Maintenance
Contact Officer (Including Job Title):	Aidan Mallon, Head of Maintenance

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

1.0	Purpose and Background
1.1	The Council has been approached by the Rivers Agency who have been investigating the cause of flooding of lands and road at Tandragee Road, Newry (see photos at Appendix 1).
	Meetings have been held with Rivers Agency Official and two other local landowners in the area to discuss the matter. Rivers Agency believes the road and fields in the area are prone to flooding due to insufficient drainage through the lands of the three landowners. The eventual discharge is to Newry Canal in the area of Lock Gate 5 at Carnbane Industrial Estate.
	It is the view of Rivers Agency that the three landowners (which includes the Council) are required to take action to rectify the flooding issue. Agreement has been reached in principle that the existing main drain along the agricultural land is upgraded, the drain along a nearby industrial unit is upgraded and new connections are made into the Canal.
	It is proposed that the two private landowner's carryout the works and Council will contribute to the portion of works that cut across Council owned land, subject to agreement on costs. Approval is sought from Council to proceed with these works up to a maximum value of £10,000.
2.0	Key Issues
2.1	<ul> <li>Rivers Agency have identified an area prone to flooding in the Tandragee Road area of Newry and attribute this risk to drainage issues within land by three separate parties including the Council.</li> </ul>
	<ul> <li>Agreement has been reached in principle by all parties concerning the improvement works required.</li> </ul>
	<ul> <li>The Council is responsible for two sections of a culverted watercourse at A and B as shown on the attached map at Appendix 2, the sections under the Newry Canal Tow path.</li> </ul>
	<ul> <li>Rivers Agency can find no records of consent under the Drainage (NI) Order 1973 for the culverting of any of these watercourses. There are severe restrictions on the drainage function of these watercourses between</li> </ul>

	D and A and between C and B as shown on the attached map in Appendix 2.		
	<ul> <li>These proposed works will regularise this situation and should reduce the risk of flooding in the area.</li> </ul>		
3.0	Recommendations		
3.1	<ul> <li>Council approve to participating in the provision of these improved drainage arrangements in the area of Lock Gate Number 5 at Carnbane Industrial Estate up to maximum value of £10,000</li> </ul>		
4.0	Resource implications		
4.1	Officer time.		
	<ul> <li>Council agreed costs associated with these works will be funded through the Council's approved maintenance budget for Newry Canal.</li> </ul>		
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 A: Flood photos 1-6		
	Appendix B: Location map		
8.0	Background Documents		
	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:		
	Background papers which are defined as those documents relating to the subject matter of a report which:		
	<ul> <li>c) 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</li> <li>d) Have, in the Chief Executive's opinion, been relied upon to a material extent in preparing the report.</li> </ul>		
	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.		

# Appendix A: Flood photos 1-6











## Appendix B: Location map



Report to:	Neighbourhood Services (NS) Committee
Date of Meeting:	19 June 2019
Subject:	Refuse Collection Communications
Reporting Officer:	Johnny McBride, Assistant Director: Waste Management (Acting)
Contact Officers:	Peter Whyte, Head of Refuse & Cleansing Liam Dinsmore, Head of Waste Processing & Enforcement

1,0	Purpose & Background	
1.1		
1.2	The primary rationale behind these improvements has been to improve the overall resident experience by standardising collection calendars between the two legacy Districts, as well as the on-line post code search facility.	
2.0	Key Issues	
	Collection Calendars	
2.1	A sample of the updated collection calendar is provided at <b>Appendix I</b> . The key issue for Members to consider is that for the first time in NMDDC, residents will receive an identical collection calendar (look & feel, as well as content), irrespective of whether residence is in legacy NMDC or DDC. These calendars were issued week commencing 10 June 2019.	
2.2	The new collection calendars will also enable legacy NMDC residents to be provided with the <i>specific</i> collection date (which has been available in legacy DDC since before 2015); this is a significant improvement on the previous position whereby legacy NMDC residents were only provided with the collection week.	
2,3	Members are asked to note a bespoke calendar has also been designed for c. 2,200 households resident in specific areas of the District, including: Ballyward, as well as Barcroft Park, Chancellor's Road (both Newry), Clontafleece Grove (Burren) and Riverside (Kilkeel). This is due to blue / brown bin collection days not being on the same day of the week as black bin collection days. These bespoke calendars will be issued within the next two weeks.	
	Data Cleansing & Validation	
2.4	The standardisation of collection calendars has required significant preparatory work to cleanse and validate information for the 74,000 households across the entire District. This has involved a project team of Officers working over the last four months to:	

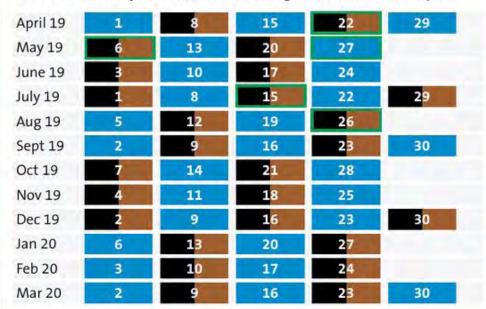
	<ul> <li>Appendix I – sample of new collection calendar.</li> </ul>	
.0	Appendices	
.1	There are no rural proofing implications arising from this specific report.	
.0	Rural Proofing Implications	
	There are no equality and good relations aroing normalis specific report.	
1	There are no equality and good relations arising from this specific report.	
0	Equality & Good Relations Implications	
1	There are no additional resource implications arising from this report as improvements to the service have been resourced from existing budget provision.	
0	Resource Implications	
.9	<u>Future Improvements</u> Work has also recently commenced to improve the way through which resident requests for service, as well as complaints, are recorded and responded to in the Department. Improvements are also being sought to the way through which residents are advised in advance of difficulties encountered during refuse collection operations (i.e. road blockages etc), as well as how important performance information concerning missed bins is collected and reported. Members will be provided with a further update in relation to these improvements, once implemented.	
	Please note that while this facility is currently live on the Council website, Officers are currently testing/validating this function and will therefore proceed with formal PR around this the search in the coming weeks.	
.7	The same data cleansing and validation exercise has also enabled the existing post code search facility (on the Council website & previously only available to legacy DDC residents) to be extended to the legacy NMDC area. This means <i>all</i> residents in our District now have the opportunity to search for their specific collection days on-line.	
	On-Line Post Code Search Facility	
.6	Members are also asked to note an added benefit of completing this exercise has been securing a key enabler for supporting a future review of the Council's refuse collection routes. This is due to accurate refuse collection information now being obtained for each individual property.	
.5	The collection calendars cover the period up to the 31 March 2020 (including public holiday periods) and include important recycling information in relation to the content of blue bins, in particular glass recycling.	
	<ul> <li>that of the agreed routes;</li> <li>iii. Factor in issues such as assisted collections etc;</li> <li>iv. Use Directorate, as well as other Council staffing resources (i.e. Community Planning &amp; Performance) to validate the information obtained;</li> <li>v. Randomly checking post codes against the routes information obtained; and</li> <li>vi. Assign a Unique Property Reference Number (UPRN) to each household.</li> </ul>	
	<ul> <li>i. Cross-reference the Council's data with that supplied by Land &amp; Property Services (LPS) in respect of domestic rates and new properties;</li> <li>ii. Use refuse collection crews to verify the actual situation in respect of collections with</li> </ul>	

#### Ref: MON Z1



# Your 2019/20 collection day is Monday

Please leave your bin out for collection by 7.30am with the handles turned towards the road and the lid of your bin closed. Additional bags of waste will not be accepted.



Blue Bin (Mixed dry recyclable waste) Don't forget glass and other recyclable materials

Brown Bin (Food and garden waste) Black Bin (Non-recyclable waste)

Don't forget glass and other recyclable materials MUST NOT be placed in your black bin. All food waste MUST be recycled in your brown bin.

Residents of Newry, Mourne and Down district are now recycling more food and dry recyclable waste than ever before. Recycling saves money and makes a positive contribution to the environment by saving energy and raw materials.





If you have a question or need Turther assistance please contact us.

Public Holiday Alternative Collection

**Public Holiday** 

Normal Collection

0300 013 2233 recycling@nmandd.org www.newrymournedown.org



Please note all information contained

in this leaflet may be subject to change.

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

# Recycle Glass in your Blue Bin

Return Address: Oifig an Iúir, Newry Office Haughey House, Rampart Road, Greenbank Industrial Estate, Newry BT34 2QU

Ag freastal ar an Dún agus Ard Mhacha Theas Serving Down and South Armagh



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

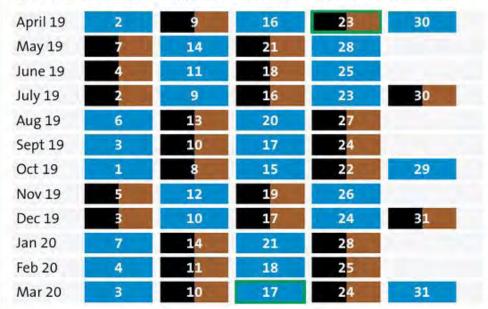
Back to Agenda

#### Ref: TUES Z1



# Your 2019/20 collection day is Tuesday

Please leave your bin out for collection by 7.30am with the handles turned towards the road and the lid of your bin closed. Additional bags of waste will not be accepted.



Blue Bin (Mixed dry recyclable waste) Don't forget glass and other recyclable materials

Brown Bin (Food and garden waste)

Don't forget glass and other recyclable materials MUST NOT be placed in your black bin. All food waste MUST be recycled in your brown bin.

Residents of Newry, Mourne and Down district are now recycling more food and dry recyclable waste than ever before. Recycling saves money and makes a positive contribution to the environment by saving energy and raw materials.





If you have a question or need further assistance please contact us.

Public Holiday Alternative Collection

**Public Holiday** 

Normal Collection

0300 013 2233 recycling@nmandd.org www.newrymournedown.org



Please note all information contained

in this leaflet may be subject to change.

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

# Recycle Glass in your Blue Bin

Return Address: Oifig an Iúir, Newry Office Haughey House, Rampart Road, Greenbank Industrial Estate, Newry BT34 2QU

Ag freastal ar an Dún agus Ard Mhacha Theas Serving Down and South Armagh



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

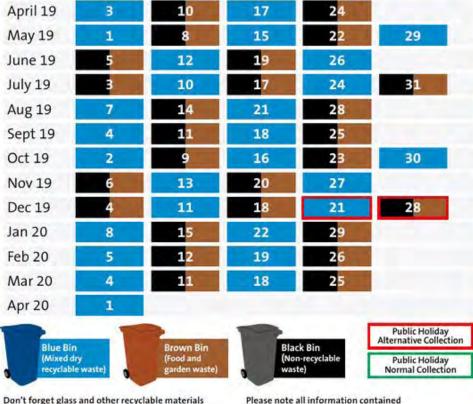
Back to Agenda

#### Ref: WED Z1



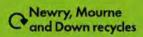
# Your 2019/20 collection day is Wednesday

Please leave your bin out for collection by 7.30am with the handles turned towards the road and the lid of your bin closed. Additional bags of waste will not be accepted.



Don't forget glass and other recyclable materials MUST NOT be placed in your black bin. All food waste MUST be recycled in your brown bin.

Residents of Newry, Mourne and Down district are now recycling more food and dry recyclable waste than ever before. Recycling saves money and makes a positive contribution to the environment by saving energy and raw materials.





If you have a question or need further assistance please contact us.

0300 013 2233 recycling@nmandd.org www.newrymournedown.org



in this leaflet may be subject to change.

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

# Recycle Glass in your Blue Bin

Return Address: Oifig an Iúir, Newry Office Haughey House, Rampart Road, Greenbank Industrial Estate, Newry BT34 2QU

Ag freastal ar an Dún agus Ard Mhacha Theas Serving Down and South Armagh



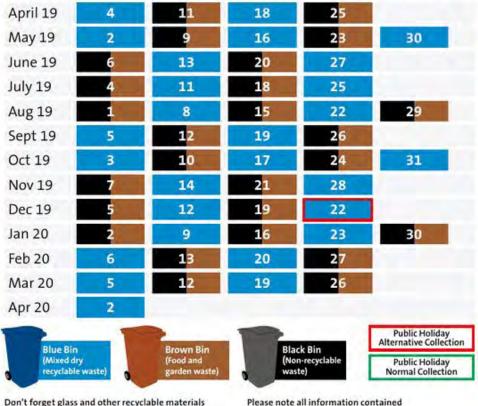
Comhairle Ceantair an Iúir, Mhúrn agus an Dúin Newry, Mourne and Down District Council

#### Ref: THURS Z1



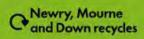
# Your 2019/20 collection day is Thursday

Please leave your bin out for collection by 7.30am with the handles turned towards the road and the lid of your bin closed. Additional bags of waste will not be accepted.



Don't forget glass and other recyclable materials MUST NOT be placed in your black bin. All food waste MUST be recycled in your brown bin.

Residents of Newry, Mourne and Down district are now recycling more food and dry recyclable waste than ever before. Recycling saves money and makes a positive contribution to the environment by saving energy and raw materials.





If you have a question or need further assistance please contact us.

0300 013 2233 recycling@nmandd.org www.newrymournedown.org



in this leaflet may be subject to change.

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

# Recycle Glass in your Blue Bin

Return Address: Oifig an Iúir, Newry Office Haughey House, Rampart Road, Greenbank Industrial Estate, Newry BT34 2QU

Ag freastal ar an Dún agus Ard Mhacha Theas Serving Down and South Armagh



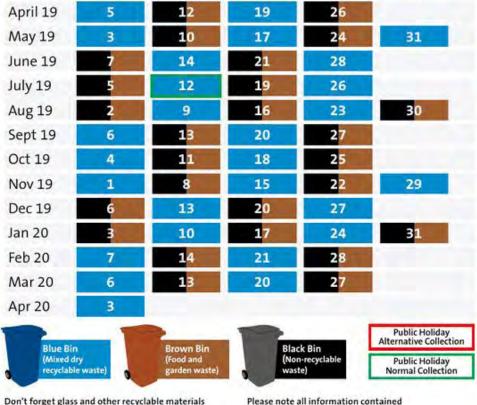
Comhairle Ceantair an Iúir, Mhúrn agus an Dúin Newry, Mourne and Down District Council

#### Ref: FRID Z1



# Your 2019/20 collection day is Friday

Please leave your bin out for collection by 7.30am with the handles turned towards the road and the lid of your bin closed. Additional bags of waste will not be accepted.



Don't forget glass and other recyclable materials MUST NOT be placed in your black bin. All food waste MUST be recycled in your brown bin.

Residents of Newry, Mourne and Down district are now recycling more food and dry recyclable waste than ever before. Recycling saves money and makes a positive contribution to the environment by saving energy and raw materials.





If you have a question or need further assistance please contact us.

0300 013 2233 recycling@nmandd.org www.newrymournedown.org



in this leaflet may be subject to change.

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

# Recycle Glass in your Blue Bin

Return Address: Oifig an Iúir, Newry Office Haughey House, Rampart Road, Greenbank Industrial Estate, Newry BT34 2QU

Ag freastal ar an Dún agus Ard Mhacha Theas Serving Down and South Armagh



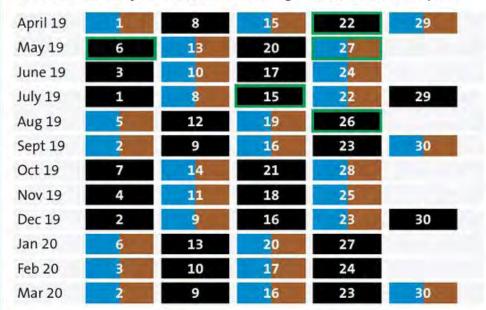
Comhairle Ceantair an Iúir, Mhúrn agus an Dúin Newry, Mourne and Down District Council

#### Ref: MON Z2



# Your 2019/20 collection day is Monday

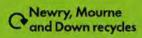
Please leave your bin out for collection by 7.30am with the handles turned towards the road and the lid of your bin closed. Additional bags of waste will not be accepted.



Blue Bin (Mixed dry recyclable waste) Brown Bin (Food and garden waste)

Don't forget glass and other recyclable materials MUST NOT be placed in your black bin. All food waste MUST be recycled in your brown bin.

Residents of Newry, Mourne and Down district are now recycling more food and dry recyclable waste than ever before. Recycling saves money and makes a positive contribution to the environment by saving energy and raw materials.





If you have a question or need further assistance please contact us.

Public Holiday Alternative Collection

Public Holiday

Normal Collection

0300 013 2233 recycling@nmandd.org www.newrymournedown.org



Black Bin

waste)

(Non-recyclable

Please note all information contained

in this leaflet may be subject to change.

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

# Recycle Glass in your Blue Bin

Return Address: Oifig an Iúir, Newry Office Haughey House, Rampart Road, Greenbank Industrial Estate, Newry BT34 2QU

Ag freastal ar an Dún agus Ard Mhacha Theas Serving Down and South Armagh



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

#### Ref: TUES Z2



# Your 2019/20 collection day is Tuesday

Please leave your bin out for collection by 7.30am with the handles turned towards the road and the lid of your bin closed. Additional bags of waste will not be accepted.

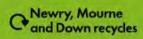
April 19	2	9	16	23	<mark>3</mark> 0
May 19	7	14	21	28	
June 19	4	11	18	25	
July 19	2	9	16	23	30
Aug 19	6	13	<mark>2</mark> 0	27	
Sept 19	3	10	17	24	
Oct 19	1	8	15	22	29
Nov 19	5	12	19	26	
Dec 19	3	10	17	24	31
Jan 20	7	14	21	28	
Feb 20	4	11	18	25	
Mar 20	3	10	17	24	31

Blue Bin (Mixed dry recyclable waste)

Brown Bin (Food and garden waste) Black Bin (Non-recyclable waste)

Don't forget glass and other recyclable materials MUST NOT be placed in your black bin. All food waste MUST be recycled in your brown bin.

Residents of Newry, Mourne and Down district are now recycling more food and dry recyclable waste than ever before. Recycling saves money and makes a positive contribution to the environment by saving energy and raw materials.





If you have a question or need Turther assistance please contact us.

Public Holiday Alternative Collection

**Public Holiday** 

Normal Collection

0300 013 2233 recycling@nmandd.org www.newrymournedown.org



Please note all information contained

in this leaflet may be subject to change.

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

# Recycle Glass in your Blue Bin

Return Address: Oifig an Iúir, Newry Office Haughey House, Rampart Road, Greenbank Industrial Estate, Newry BT34 2QU

Ag freastal ar an Dún agus Ard Mhacha Theas Serving Down and South Armagh



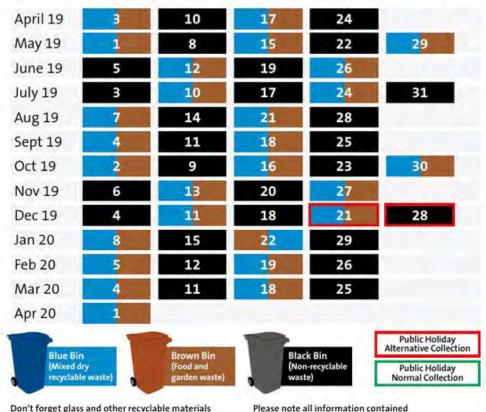
Comhairle Ceantair an Iúir, Mhúrn agus an Dúin Newry, Mourne and Down District Council

#### Ref: WED Z2



# Your 2019/20 collection day is Wednesday

Please leave your bin out for collection by 7.30am with the handles turned towards the road and the lid of your bin closed. Additional bags of waste will not be accepted.



Don't forget glass and other recyclable materials MUST NOT be placed in your black bin. All food waste MUST be recycled in your brown bin.

Residents of Newry, Mourne and Down district are now recycling more food and dry recyclable waste than ever before. Recycling saves money and makes a positive contribution to the environment by saving energy and raw materials.





If you have a question or need further assistance please contact us.

0300 013 2233 recycling@nmandd.org www.newrymournedown.org



in this leaflet may be subject to change.

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

# Recycle Glass in your Blue Bin

Return Address: Oifig an Iúir, Newry Office Haughey House, Rampart Road, Greenbank Industrial Estate, Newry BT34 2QU

Ag freastal ar an Dún agus Ard Mhacha Theas Serving Down and South Armagh



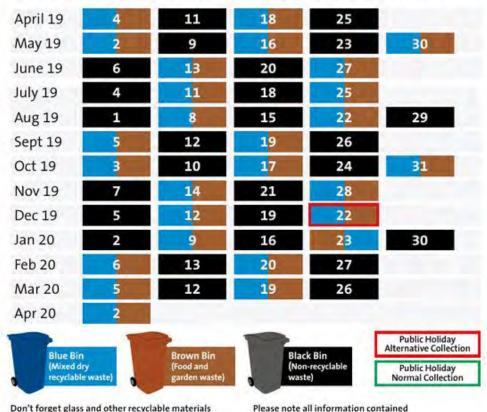
Comhairle Ceantair an Iúir, Mhúrn agus an Dúin Newry, Mourne and Down District Council

#### Ref: THURS Z2



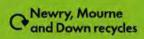
# Your 2019/20 collection day is Thursday

Please leave your bin out for collection by 7.30am with the handles turned towards the road and the lid of your bin closed. Additional bags of waste will not be accepted.



Don't forget glass and other recyclable materials MUST NOT be placed in your black bin. All food waste MUST be recycled in your brown bin.

Residents of Newry, Mourne and Down district are now recycling more food and dry recyclable waste than ever before. Recycling saves money and makes a positive contribution to the environment by saving energy and raw materials.





If you have a question or need further assistance please contact us.

0300 013 2233 recycling@nmandd.org www.newrymournedown.org



in this leaflet may be subject to change.

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

# Recycle Glass in your Blue Bin

Return Address: Oifig an Iúir, Newry Office Haughey House, Rampart Road, Greenbank Industrial Estate, Newry BT34 2QU

Ag freastal ar an Dún agus Ard Mhacha Theas Serving Down and South Armagh



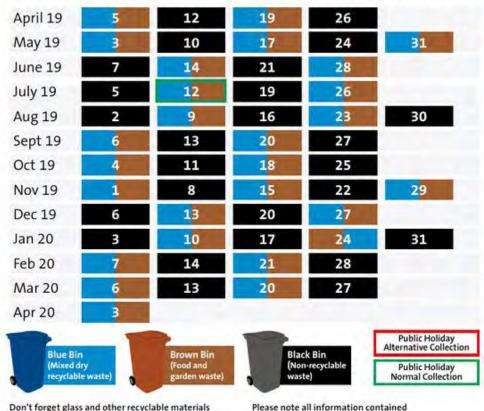
Comhairle Ceantair an Iúir, Mhúrn agus an Dúin Newry, Mourne and Down District Council

#### Ref: FRI Z2



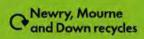
# Your 2019/20 collection day is Friday

Please leave your bin out for collection by 7.30am with the handles turned towards the road and the lid of your bin closed. Additional bags of waste will not be accepted.



Don't forget glass and other recyclable materials MUST NOT be placed in your black bin. All food waste MUST be recycled in your brown bin.

Residents of Newry, Mourne and Down district are now recycling more food and dry recyclable waste than ever before. Recycling saves money and makes a positive contribution to the environment by saving energy and raw materials.





If you have a question or need further assistance please contact us.

0300 013 2233 recycling@nmandd.org www.newrymournedown.org



in this leaflet may be subject to change.

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

# Recycle Glass in your Blue Bin

Return Address: Oifig an Iúir, Newry Office Haughey House, Rampart Road, Greenbank Industrial Estate, Newry BT34 2QU

Ag freastal ar an Dún agus Ard Mhacha Theas Serving Down and South Armagh



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

# **Blue Bin Recycling**

Most people want to be able to recycle from home, so to make it easier for you we rolled out glass recycling in the blue bin to the whole district. Glass bottles and jars are 100% recyclable and can be recycled endlessly without any loss in quality.

Your recycling is really making a difference- thank you for continuing to use your blue and brown bins to recycle right and recycle more.

# **Glass Recycling Guide**



## **Glass Bottles** and Jars only.

NO

(eg crockery)

X Drinking glasses

X Glass cookware

(eg pyrex)

## YES (clean and dry)

- ✓ Bottles of any colour X Ceramics (eg wine, beer, spirits)
- ✓ Jars (eg sauces, jam, baby food)
- Non food bottles (eg perfume, aftershave, face creams)

good to

KNOW

- X Microwave plates × Mirrors
  - X Nail polish bottles

X Light bulbs and tubes

- × Vases
- X Window glass

Please dispose of these items in your black bin or at your local household recycling centre.

Other types of glass do not melt at the same temperature as bottles and jars. If they enter the glass recycling process, it can result in new containers being rejected.



## Blue Bin Collections To help keep you right we

have supplied the calendar overleaf. Please place your bins out for collection on the dates highlighted.

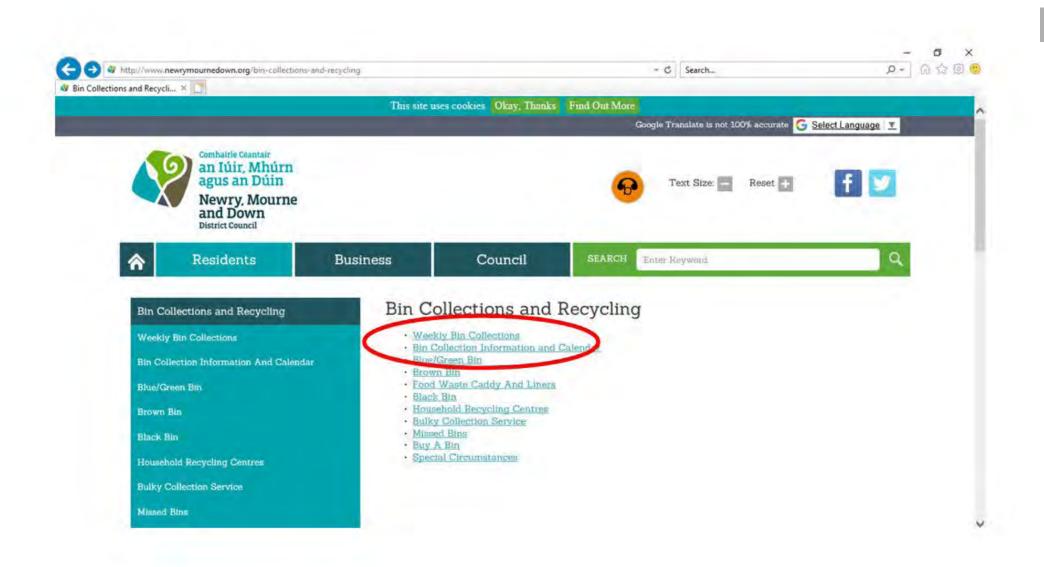
# What goes into your Blue Bin

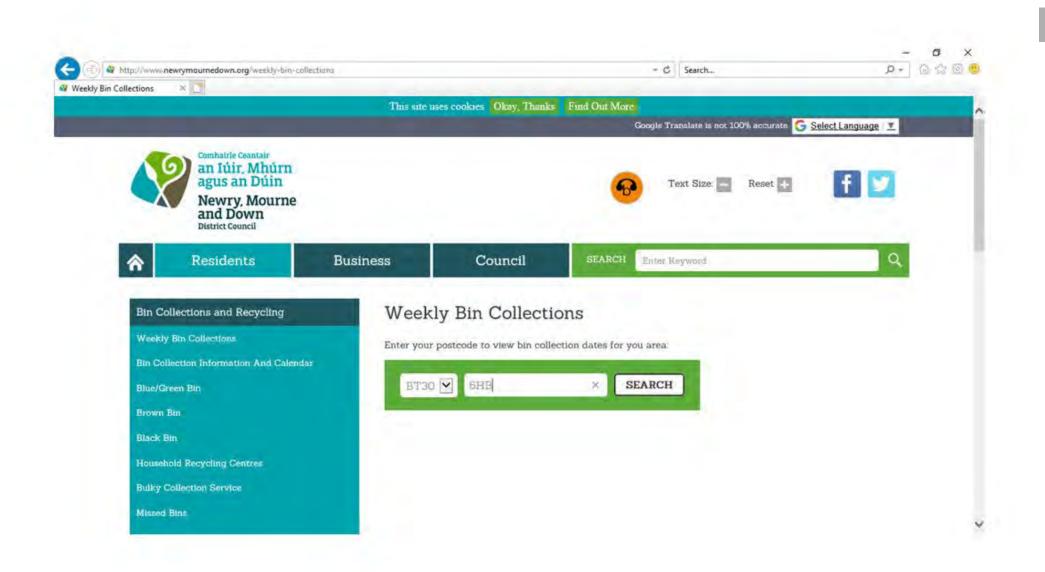
Your blue bin is for dry recyclable materials. All items must be clean, dry and loose. Please do not place items in plastic bags.

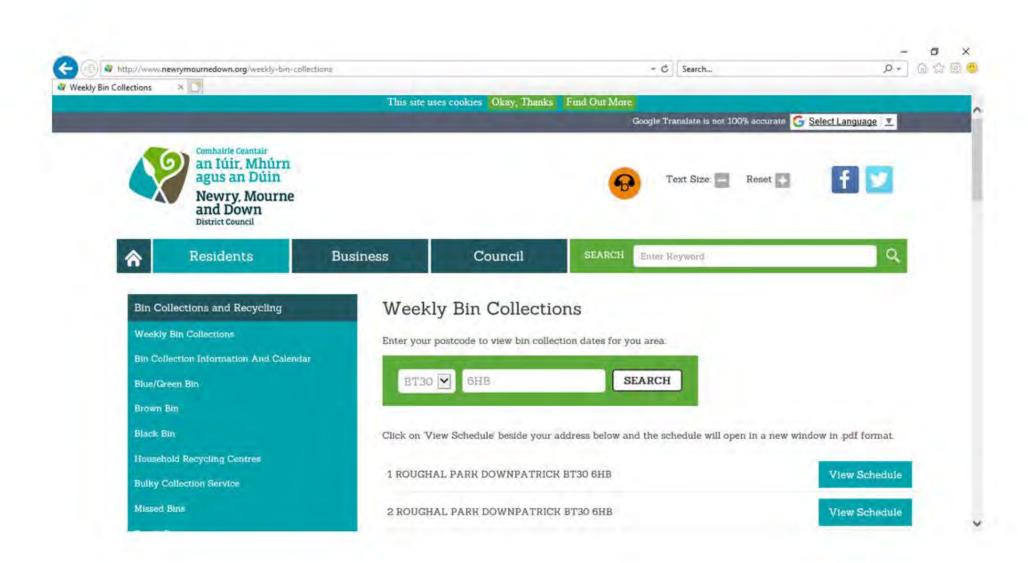


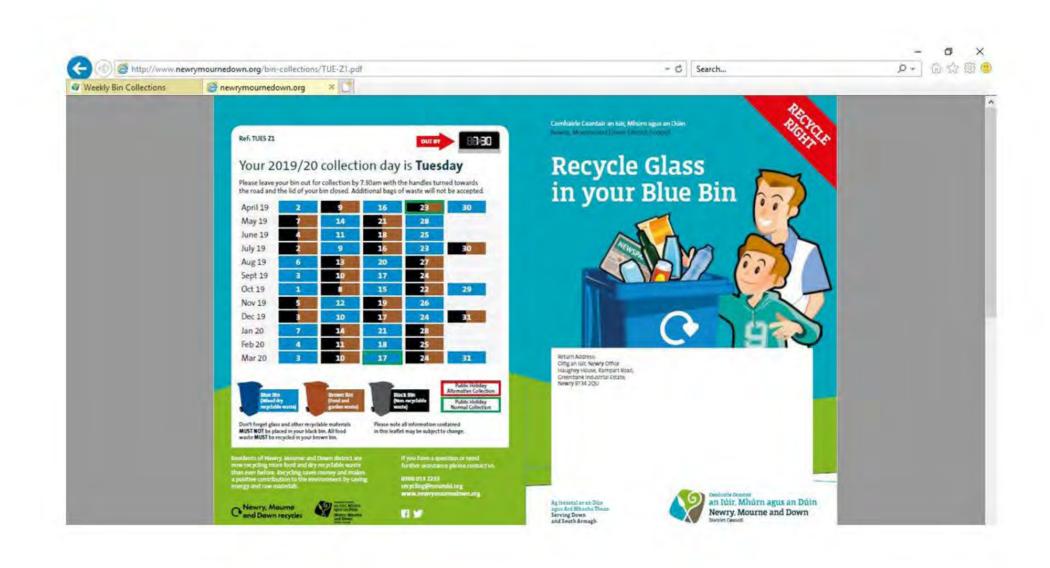
No food, liquids, plastic bags or any non-recyclable waste. Bins containing the wrong material will NOT be emptied. Contamination is a serious problem and can lead to tonnes of recyclable material being landfilled.

Don't forget glass and other recyclable materials MUST NOT be placed in your black bin. All food waste MUST be recycled in your brown bin.









Report to:	Neighbourhood Services (NS) Committee
Date of Meeting:	19 June 2019
Subject:	Enforcement Improvement Plan (Executive Summary)
Reporting Officer:	Johnny McBride, Assistant Director: Waste Management (Acting)
Contact Officers:	Liam Dinsmore, Head of Waste Processing & Enforcement

For	Decision X For Noting Only
1.0	Purpose & Background
1.1	The purpose of this report is to seek Member approval to develop a range of supporting actions identified as part of an executive summary of a recommended Enforcement Improvement Plan. This Plan has been developed following previous Notices of Motion (February 2019), as well as a subsequent Elected Member workshop on the issue on the 22 March 2019. A report of that workshop is provided at <b>Appendix I</b> .
2,0	Key Issues
2.1	The primary purpose of the Plan is to secure a more strategic and co-ordinated response to the enforcement of illicit dumping (fly-tipping), littering and dog fouling in the District. Subsequently, it is underpinned by the desire to secure greater collaboration across a range of internal and external partners, including other Council Departments, as well as external agencies such as the Northern Ireland Environment Agency (NIEA).
2.2	The Plan itself is broken-down into what are considered short-term (0-6 months), medium- term (6-12 months) and longer-term (12 months+) actions. An executive summary the proposed Plan is provided at <b>Appendix II</b> . Members are asked to note the development of the Plan will be an iterative process and will be further developed / refined over-time. Some of the actions identified are also considered as key enablers for further improvement.
3.0	Recommendations
3.1	<ul> <li>Members are asked to consider and agree to the:</li> <li>Report of the Elected Member workshop, held on the 22 March 2019; and</li> <li>Authorise Officials to develop the range of supporting actions identified in the Enforcement Improvement Plan (executive summary).</li> </ul>
4.0	Resource Implications
4.1	There may be additional resource implications for the Council to consider in relation to the development and implementation of specific Plan actions. These cannot be quantified as this stage but will be identified as part of future recommendations being presented to the Council. Members are asked to note the majority of the actions in the short-term can be resourced from existing financial and non-financial provisions. There will also be links with the Neighbourhood Services Transformation Project (NSTP) for Members to consider.

Equality & Good Relations Implications
There are no equality and good relations arising from this report, however specific Plan actions may be subject to an equality impact assessment. Members are asked to note the Plan will likely have a positive impact upon the Council's relations with its local community given the importance placed on these issues by the public.
Rural Proofing Implications
There are no rural proofing implications arising from this specific report, however due regard will be required to be given to the potential rural implications arising from the implementation of specific Plan actions. These cannot be identified at this stage.
Appendices
<ul> <li>Appendix I – Report of Elected Member workshop, 22 March 2019;</li> <li>Appendix II – Enforcement Improvement Plan (executive summary)</li> </ul>

### ELECTED MEMBER WORKSHOP

### FLY-TIPPING & DOG FOULING ENFORCEMENT

#### 10.00, Friday 22 March 2019

### Training Room, Monaghan Row, Newry

In Attendance:	Councillor G Craig (Chair)	Councillor W Clarke			
	Councillor G Fitzpatrick	Councillor G Hanna			
	Councillor C Enright	Councillor J Macauley			
	Councillor C Casey	Councillor B Quinn			
	Councillor V Harte	Councillor H Reilly			
	Councillor T Andrews	Councillor M Larkin			
	Councillor H Harvey	Councillor D McAteer			
	Councillor W Walker				
	Mr R Moore, Director: Neighbourhood Services				
	Mr J McBride, Assistant Director: Waste Management (Acting)				
	Mr L Dinsmore, Head of Waste Processing & Enforcement				
	Mr P Whyte, Head of Refuse & Cleansing				
	Ms A Finnegan, Enforcement Officer				
	Mr N Lawther, Enforcement Officer				
	Mr F O'Connor, Legal Services				
	Ms B McMillan, PA to R Moore				
	Mr I Humphries, Chief Execut				

Apologies:	Councillor J Trainor	Councillor G Stokes
	Councillor R Burgess	Councillor D Curran

## AGREED: It was agreed by the Members present that Councillor Craig would Chair the workshop.

#### 1. Purpose of the Workshop

## Presentation: Mr McBride, Assistant Director: Waste Management (Acting)

Mr McBride introduced the purpose of the workshop was to consider and explore with Elected Members the development of a more integrated and strategic approach to addressing issues of fly-tipping, littering and dog fouling, as well as to agree the immediate next steps. The background to, as well as an agenda for the workshop was considered.

# 2. Regional Context – scale of the problem and what other Councils are doing?

### Presentation: Mr Ian Humphries, Chief Executive, Keep NI Beautiful

The following issues were considered as part of the presentation and the subsequent discussion which followed:

- Latest performance information for Newry, Mourne & Down DC (NMDDC) arising from the recently completed Local Environmental Audit & Management System (LEAMS) survey;
- Comparative performance information for NMDC against other Councils in Northern Ireland concerning the issuing of Fixed-Penalty Notices (FPNs) for littering and dog fouling;
- The impact of the "Live Here, Love Here" campaign on public awareness and behaviours;
- The potential for Councils to invest more monies in grants to community and voluntary groups to assist with reducing littering and dog-fouling;
- The potential gains to be secured via the appointment of anti-litter dog fouling ambassadors in local communities;
- The reporting of successful prosecutions and the number of FPNs issued to Keep NI Beautiful; and
- Evidence that the short-term blitzing of hot-spots is only successful during the blitzing period and that improved performance in the short-term is often reduced after the blitzing period has discontinued.

## 3. Current Situation in NMDDC

Mr McBride provided an overview of the current situation in NMDDC which considered information in relation to a breakdown of existing enforcement staffing levels, incidences of fly-tipping, performance comparisons with other Councils and the results of a benchmarking exercise with other Councils.

## 4. Ideas on a Possible Way forward

Elected Members were asked to consider several potential ideas to be included in a future enforcement improvement plan. As part of the discussions Elected Members

86

were also advised of practice in other Councils (mainly GB). Ideas put forward were considered under several headings including:

- Legal provisions Council bye laws & orders;
- ii. Awareness raising & education;
- iii. Use of technology;
- iv. Internal & external collaboration;
- v. Dog Fouling strategy (Phase II); and
- vi. Resources

#### Legal Provisions – Council Bye Laws & Orders

Elected Members were referred to the primary legislative provisions for enforcement. The following issues were raised during the discussion which followed:

- The Clean Neighbourhoods & Environment (NI) Act 2011 provided for the control of dogs in four main ways: (1) the enforcement of dog fouling; (2) keeping dogs on leads; (3) excluding dogs from specific areas; and (4) reducing the number of dogs which may be taken onto any land. Mr O'Connor advised there was considerable scope to increase the number of specific areas where these controls could apply. Members expressed an appetite to extend the number of specific areas where dog controls could apply;
- The same Act did not provide for the compulsory carrying of dog waste bags nor any subsequent enforcement;
- Local Councils did not have any discretionary powers to increase fixed penalties. This was determined by the Courts following a successful prosecution. It was noted the NIEA was considering a potential protocol for fines; and
- The potential for securing additional / temporary resources to support shortterm enforcement blitzes. The previous comments from Mr Ian Humphries were noted.

#### Awareness Raising & Education

Elected Members considered several proposals in relation to increasing awareness and education. The following issues were raised during discussion:

- The potential targeting of hot-spots (i.e. via increased signage, leaflet drops, door-to-door visits etc.);
- Not cleaning or the temporary suspension of hot-spots to raise awareness of the scale of the local problem. Members referred Officers to the spraying of dog fouling with luminous paint elsewhere;

- The importance of educating younger people on the health & environmental hazards of the issue;
- Luminous posters be placed in hot spots and dog fouling sprayed with luminous paint;
- Using the licensing of dogs as an opportunity to promote responsible dog ownership;
- Encouraging greater community ownership through initiatives such as the Cleaner, Greener Communities pilot;
- Reporting information on the number of incidences and FPNs issued for each of the DEAs;
- Considering the use of the community reporting of incidences for dog fouling, fly-tipping and littering; and
- The potential use of the naming & shaming of offenders successfully prosecuted.

## Technology

Elected Members were advised that the increased use of technology provided a real opportunity to support the Council's enforcement activities. The following issues were raised during discussions:

- The potential for the increased use of temporary / mobile CCTV for deterrent and prosecution purposes. It was noted that a clear rationale would need to be established for the purposes of installing and using CCTV;
- The potential use of bodycams and hand-held devices to assist Enforcement Officers with the collection of evidence and processing of FPNs;
- Exploring the potential use of mechanised equipment to support the removal / cleansing of affected areas; and
- The increased of management information systems to support future improvements.

## Internal & External Collaboration

Elected Members were referred to a wide range to external and internal stakeholders who performed an important role in supporting the Council's enforcement efforts. The following issues were raised during discussions:

- Working with the NIEA and other agencies to establish where support could be secured;
- Consider extending powers to other Council Officers for the issuing of FPNs;
- The need to bring forward a policy governing the provision, the type and frequency of emptying bins to be used across the District;

- Developing an action plan with Louth County Council to support joint enforcement activities;
- Exploring the potential for closer working with neighbouring Councils in relation to the enforcement of dog fouling, fly-tipping and littering;
- Exploring integrated models of service delivery with Cleansing and Grounds Maintenance, as well as other Council Departments (i.e. Environmental Education & Dog Licensing). It was noted that elements of this would be considered as part of the Neighbourhood Services Transformation Project (NSTP); and
- Identifying more convenient and environmentally-friendly ways of disposing of dog waste.

### Dog Fouling Strategy

Feedback was sought from Elected Members concerning a launch date for Phase II of the Dog Fouling Strategy. It was agreed that Officers consider as part of an enforcement improvement plan and table Phase II of the strategy at a future Neighbourhood Services Committee meeting.

### 5. Immediate Next Steps & Close

Discussion followed on the immediate next steps, as well as the potential resource implications of any new initiatives. Mr Moore confirmed there may be a requirement for additional resources, but these would be identified as part of the development of actions in a supporting action plan.

AGREED: On the PROPOSAL of Councillor Reilly, SECONDED by Councillor Andrews it was agreed to authorise Officials to prepare a draft action plan (based on Elected Member priority areas) and to table a workshop report and action plan at the Neighbourhood Services Committee in June 2019.

Workshop ended at 12.30pm

Theme	Supporting Action	Timeframe	Comments
Management Information	Recording, categorisation & mapping of fly-tipping incidents and removal / processing costs	S/T	Analysis of this information will support the identification of "hot-spots" & the corresponding targeting of resources. Enabled by access to Tascomi system.
	Mapping & analysis of Dog Licences	S/T	This will potentially identify specific parts of our District where take-up is under- performing. Subsequent analysis can also be used to identify high-volume areas & corresponding targeting of resources.
	Analysis of LEAMS (Local Environmental Audit & Management System) scoring for litter pollution & dog fouling.	S/T	Our on-going participation in this scheme (via Keep NI Beautiful) will enable our performance to be tracked over-time. Analysis of scores will identify areas for improvement.
	Collection & analysis of benchmarking information with other (NI) Councils	S/T	Continual performance & process (activity) benchmarking with other Councils, specifically in relation to LEAMS scoring & the issuing of Fixed Penalty Notices (FPNs) will inform the development of new actions.
Legal Provisions & Policy	Extend the number of Dog Control Orders to other locations	S/T	Enabled by The Clean Neighbourhoods & Environment (NI) Act 2011. Current geographical scope is limited. Opportunity to extend to other Council land assets. Partly supported by the identification of hot-spots & extending enforcement powers to other Council Officers.

	Explore increased use of powers to require the removal of waste unlawfully deposited (fly-tipping)	M/T	Enabled by Article 28 of The Waste & Contaminated Land (NI) Order 1997. Will require legal clarification & (potentially) supporting protocols.
	Extend powers to issue Fixed Penalty Notices (FPNs) to other Council Officers	M/T	This has the potential to supplement existing Enforcement Officer resources. Potential human resource implications.
	Litter Bin provision policy	M/T	Development of a litter bin provision policy (based on an assessment of need) governing kerbside and other Council land asset provision, as well as bin-type and frequency of emptying.
Awareness Raising & Education	Dog Fouling Strategy (Phases I & II)	S/T	Continue with the promotion of responsible dog ownership (Phase I) but officially launch Phase II (greater focus on enforcement). Supporting publicity campaign.
	Cleaner, Greener Communities pilot	S/T	Review the effectiveness of the recent pilot & prepare a business case to roll-out in future years.
	Temporary suspension of cleansing regimes	S/T	Consider the feasibility of suspending local cleansing regimes to highlight the scale of the problem in local hot-spots.
	Signage	S/T	Consider the erection of suitable signage at all Council land assets (i.e. play parks etc.). Possible financial implications.

	Community Ambassadors	M/T	Opportunity to appoint local ambassadors to supplement Council enforcement activities to approach offenders in local areas. Will require legal clarification & risk assessment.
	Public reporting of performance information	M/T	Opportunity to highlight the scale of the problem in local areas by periodically reporting the number of recorded incidences and FPNs issued (District-wide & DEA). Enabled by short-term management information actions.
	Local Schools Education Programme	M/T	Develop an education programme for local schools highlighting the health and environmental hazards of dog fouling, littering & fly-tipping. Links with Environmental Health.
	Local Community Reporting (including naming & shaming of offenders)	M/T	Will require legal clarification & an assessment of data protection implications etc.
	Establishment of a Community Fund	M/T	Opportunity to explore the potential of a community fund (secured from grant-aid funding or from other income sources) to support anti-dog fouling, littering & fly-tipping activities.
Technology	ссту	M/T	Explore the feasibility of using temporary / mobile CCTV to support enforcement activities.

	Bodycams & Hand-held Devices	M/T	Explore the potential use of Bodycams to collate evidence & hand-held devices to process FPNs.
	Mechanised Cleansing Equipment	M/T	Explore the potential for the increased use of mechanised cleansing equipment (i.e. small scrubber sweepers & quad-type vehicles) to assist with cleansing activities. Enabled by Cleansing review.
Partnership Working	Louth County Council Joint Working	S/T	Prepare action plan with Louth County Council to address shared fly-tipping issues.
	NIEA / Neighbouring Councils	S/T	Explore the potential for collaboration with the NIEA and neighbouring Councils specifically in relation to support for the improvement plan.
	Dogs Trust	S/T	Working with Building Control & Licensing and Environmental Health to develop a partnership agreement with The Dog's Trust (promotion of responsible dog ownership)
	Keep NI Beautiful	S/T	Work with Keep NI Beautiful to review improvement plan & support improvement initiatives.
Resources	Recruitment	S/T	Complete recruitment to seasonal & permanent posts.
	Enforcement Workforce Plan	M/T	Identify future workforce requirements to support improved enforcement performance. Enabled by Neighbourhood Services Transformation Project (NSTP).

Performance Management	Performance Indicators	S/T	Develop a suite of performance indicators to support enforcement improvement plan.
---------------------------	------------------------	-----	---

Report to:	Neighbourhood Services (NS) Committee
Date of Meeting:	19 June 2019
Subject:	Review of operations at Household Recycling Centres (HRCs)
Reporting Officer:	Johnny McBride, Assistant Director: Waste Management (Acting)
Contact Officers:	Liam Dinsmore, Head of Waste Processing & Enforcement

For	Decision	X For Noting Only	
	Purpose & B	Jackground	
1.1	The purpose of relation to a p HRCs. Approve enable suitable	of this report is to seek approval from the Committee to guiding principles in proposed suite of policies governing access to and the usage of the Council's val is also sought to apply these principles to the new Downpatrick HRC to le operating arrangements to be secured upon its opening. This modern, new eduled to open in July 2019.	
1.2	workshop, he the review. A Technical Ser- was previousl Downpatrick	les have been developed following the organisation of an Elected Member Id on the 7 January 2019, and the subsequent recent completion of Phase I of report of that workshop was previously considered by the Regulatory & vices Committee at its Meeting on the 23 January 2019. Members will recall it y agreed that Officers develop new operating procedures for the new HRC, in accordance with the guiding principles as previously agreed by the November 2018.	
1.3	The primary rationale for these proposals is to secure standardisation across all HRCs, as well as to reduce the amount of (non-recyclable) residual waste currently being receipted and processed through these facilities.		
2.0	0 Key Issues		
2.1	A summary of The principles i. Genera ii. Constr	f the principles for each of the proposed policies is provided at <b>Appendix I</b> . s cover policies in respect of: al access & usage; ruction / DIY materials; hercial waste; and e.	
2.2	A summary w Appendix II	orkflow for the proposed permit system is provided for Members' information at	
3.0	Recommend	lations	
3.1		asked to consider and agree to:	

	<ul> <li>Guiding principles for a suite of policies governing access to and the usage of the Council's HRCs; and</li> <li>Approval to apply these principles to the new Downpatrick HRC to enable new operating arrangements to be secured upon its opening.</li> </ul>
4.0	Next Steps
4.1	Subject to the agreement of Members, final versions of the policies will be developed and presented to the Neighbourhood Services Committee in August 2019 for approval. Equality screening and rural proofing will also be required before Committee consideration.
4.2	Members are also asked to note that matters relating to opening hours, servicing arrangements and staffing will be addressed as part of Phase II of the review. The intention is to present recommendations to the Committee in the Autumn 2019.
4.3	Important consideration will also need to be given to communicating the changes to the public. A communications plan is currently being developed in conjunction with Marketing & Communications and will be implemented in the run up to the implementation of these policies.
4.4	To support the implementation of the communications plan and the opening of the new Downpatrick HRC, the intention would be to also provide a period of grace to enable users to adjust to the new policy environment. This period of grace will operate until a time the Council agrees final policies governing access to and usage of HRCs (scheduled for August 2019). Work is also currently being undertaken to survey users across the Council's HRCs on the proposed changes; this work will be completed in June 2019.
5.0	Resource Implications
5.1	There are no resource implications arising from this specific report. Reducing the tonnage of (non-recyclable) residual waste receipted and processed via the Council's HRCs will have a positive impact on budgets, as well as the Council's recycling rate. The specific resource implications of the new policies will be identified as part of their presentation to the Committee in August 2019.
6.0	Equality & Good Relations Implications
6.1	There are no equality and good relations arising from this specific report, however all policies will be required to be equality screened and may be subject to an equality impact assessment. This cannot be determined at this stage.
7.0	Rural Proofing Implications
7.1	There are no rural proofing implications arising from this specific report, however due regard will need to be given to the potential rural implications of the new policies. Again, this cannot be determined at this stage but will be completed before presentation to Committee in August 2019.
8.0	Appendices
	<ul> <li>Appendix I – Guiding principles for the proposed HRC policies; and</li> <li>Appendix II – summary workflow for the proposed permit system.</li> </ul>

## **REVIEW OF OPERATIONS AT HOUSEHOLD RECYCLING CENTRES - POLICY SUMMARY**

General Access & Usage	Notes
No Commercial Waste	Not accepted at any HRCs excluding (new) Downpatrick HRC in addition to Kilkeel & Camlough HRCs. Latter two already designated for this purpose <sup>1</sup> .
Vehicle Access (non-commercial HRC sites)	No access for >1.95 metres height & >3.5 Tonnes GVW. Access to be restricted via the erection of 1.95 metre height barriers at non-commercial HRCs. Vans < 1.95 metres height, <3.5 tonne GVW & trailers will be managed via permit system. No access for horseboxes & high-sided trailers.
Wheeled Bins	Not accepted at any HRCs
Pre-sorting of Waste	Encouraging site users to pre-sort waste into (recyclable & non-recyclable) waste streams
Daily Limits	8 x bags non-recyclable & recyclable waste; 5 x bulky items; 25 kgs rubble waste <sup>2</sup> ; 1 x trailer of grass; 1 x van (<3.5 tonne GVW); and 2 x mattresses <sup>3</sup>
Tyres	<b>Hazardous waste.</b> Only accepted at designated commercial waste HRCs (Downpatrick, Kilkee & Camlough) to facilitate household / garage clear-outs. Receipt & processing of tyres will incur a charge of £1.50 per tyre (up to a maximum of 4 x tyres). Commercial vehicle tyres will not be accepted.

<sup>&</sup>lt;sup>1</sup> Please refer to Commercial Waste section

<sup>&</sup>lt;sup>2</sup> Please refer to Construction / DIY materials section

<sup>&</sup>lt;sup>3</sup> Please refer to Re-Use section

97

Construction / DIY Materials	Notes
Paint	Hazardous waste. Max 10 litres paint (per visit) to facilitate household / garage clear-outs. Accepted at all sites excluding Crossmaglen, Hilltown & Newtownhamilton HRCs. Limiting the opportunity to dispose / process paint due to high costs.
Plasterboard	<b>Hazardous waste.</b> Only accepted at Downpatrick & Kilkeel HRCs. Maximum of 5 sheets per household per annum. Will incur a charge of £20.00 for disposal of maximum of 5 sheets.
Rubble Waste	Maximum 25 kgs rubble waste defined in legislation as industrial waste. License requirements do not provide for additional quantities.
Doors	Restricted to a maximum of 4 doors per household per annum
Kitchens	Restricted to fitted carcasses, doors & worktops for each household every 6 months (no revisit within 6 months)
Bathrooms	Restricted to fitted ceramics, taps & shower glass for each household every 6 months (no revisit within 6 months). Tiles will be considered as part of maximum rubble allocation.
Oil Tanks / Drums	Hazardous waste. Not accepted at any HRCs

Commercial Waste	Notes	
Vehicle Access (commercial HRC sites only)	Vehicles > 1.95 metres height & > 3.5 tonne GVW, as well as twin-axle trailers permitted but only via permit system.	
Charges	Legislative requirement for charging for commercial waste receipted at HRCs. Agreed schedule of charges for 2019-20 will apply to all relevant HRCs.	
Trade Waste Customers	No charges to be applied to smaller quantities of fully recyclable waste (up to a maximum of 8 bags) for existing Trade Waste customers, excluding wood. The processing & disposal of wood incurs a cost to the Council. Larger quantities will be charged at the agreed schedule of rates.	
Charities <sup>4</sup>	Considered as domestic waste for which a charge can be levied. Proposal to give registered charitable organisations access to all HRCs, subject to be vehicle access controls, on two allocated days per week. All fully recyclable materials to be receipted with no charge and non-recyclable material to be charged for at agreed schedule of rates.	
Daily Limits	Restricted to a maximum of 1 tonne per day.	
Commercial Operators	Hazardous / industrial wastes from commercial operators not accepted (i.e. paint, tyres, rubble plasterboard, bathrooms etc.) Wood waste derived from kitchens will be charged as per agreed schedule of charges.	
Commercial Fridges	Not accepted at designated HRCs	
Fluorescent Tubes	Hazardous waste. Not accepted at designated HRCs.	
Liquid Waste	Hazardous waste. Not accepted at designated HRCs.	

99

Re-Use	Notes	
Mattresses	Storage facilities now available at all HRCs for the receipt of mattresses for re-use purposes. Maximum of 2 mattresses per visit. Subject to completion of six-month pilot exercise.	
Access to Re-Use Materials	Where expressions of interest received, partner organisations will be assigned specific days to inspect / collect materials / items stored. External funding has been secured to provide a storage area at each HRC. Subject to completion of review in 2020.	

Report to:	Neighbourhood Services (NS) Committee
Date of Meeting:	19 June 2019
Subject:	Consultation responses to Extended Producer Responsibility for Packaging, Deposit Return and Plastics Non-Recycled Content Tax
Reporting Officer:	Johnny McBride, Assistant Director: Waste Management (Acting)
Contact Officer:	Johnny McBride, Assistant Director: Waste Management (Acting)

For	Decision For Noting Only X	
L.O	Purpose & Background	
1.1	The purpose of this report is to provide Members with copies of the arc21 response to three UK Government consultations, which together have the potential to significantly impact upon the waste management industry. The three consultations are:	
	<ul> <li>Reforming the UK Packaging Producer Responsibility Scheme (PPRS);</li> <li>Introducing a Deposit Return Scheme (DRS); and</li> <li>Plastic Packaging Tax (PPT).</li> </ul>	
1.2	Members are asked to note the Regulatory & Technical Services (RTS) Committee, at its meeting on the 20 March 2019, agreed a Council response to the three consultations would form part of a wider arc21 response.	
2.0	Key Issues	
	Reforming the UK Packaging Producer Responsibility Scheme (PPRS)	
2.1	Representing the most significant of the three consultations, the PPRS consultation set-out proposals for reforming the UK producer responsibility regime for packaging waste. Key elements of the reform proposals included:	
	i. The scope of producer obligations;	
	<ul> <li>Revenue generation to support improvements to collections and recycling infrastructure;</li> </ul>	
	<ul> <li>Proposed new packaging waste recycling targets for 2025 and 2030; and</li> <li>Possible future governance arrangements.</li> </ul>	
2.2	A copy of the arc21 response to the PPRS consultation is provided at <b>Appendix I</b> .	
	Deposit Return Scheme (DRS)	
2.3	The primary aim of the proposals were to reduce littering and improve recycling, and included future models and links with the PPRS.	
2.4	A copy of the arc21 response to the DRS consultation is provided at Appendix II.	

	Plastic Packaging Tax (PPT)	
2.4	This consultation set-out proposals in relation to a future Plastic Packaging Tax (PPT) and considered issues such as defining products within the scope of the tax, rates and compliance.	
2.5	A copy of the arc21 response to the PPT consultation is provided at <b>Appendix III</b> .	
3.0	Resource Implications	
3.1	There are potentially very significant resource implications for the Council to consider arising from any new legislation emerging from these consultations. These cannot be quantified at this time however, as and when the UK Government drafts relevant legislation, Members will be appraised of any developments, including the potential resource implications.	
4.0	Equality & Good Relations Implications	
4.1	There are no equality and good relations arising from this specific report.	
5.0	Rural Proofing Implications	
5.1	There are no rural proofing implications arising from this specific report.	
6.0	Appendices	
	<ul> <li>Appendix I – copy of the arc21 response to the PPRS consultation;</li> <li>Appendix II - copy of the arc21 response to the DRS consultation; and</li> <li>Appendix III - copy of the arc21 response to the PPT consultation.</li> </ul>	





## Consultation on Reforming the UK Packaging Producer Responsibility System

#### Introduction

arc21 is a Local Government sector entity embracing six Councils located along the Eastern Region of Northern Ireland which covers approximately 33% of the land base, populated by approximately 59% of the national population and accounts for approximately 60% of the national Local Government controlled municipal waste arisings.

The establishment of arc21 together with its functionality has been enshrined in various pieces of legislation with the most recent provision being The Local Government (Constituting a Joint Committee a Body Corporate) Order (Northern Ireland) 2015.

In essence, it is primarily responsible for activities associated with the production, ongoing development and implementation of a Waste Management Plan for the arc21area.

The six Constituent Councils of arc21 are Antrim and Newtownabbey Borough Council, Ards and North Down Borough Council, Belfast City Council, Lisburn & Castlereagh City Council, Mid and East Antrim Borough Council and Newry Mourne and Down District Council

#### Report

arc21 welcomes the opportunity to respond to this consultation and prior to answering the specific questions contained in the consultation document we would offer the following comments.

In general and as a matter of principle arc21 have consistently advocated a reform of the Packaging Producer Responsibility Scheme and accordingly would comment the government for setting out proposals in this regard.

The Government have taken a conscious decision to launch this consultation in conjunction with three other consultations of which two are applicable to Northern Ireland i.e. Consultation on Plastic Packaging Tax and Consultation on introducing a Deposit Return Scheme in England, Wales and Northern Ireland. The third consultation on Consistency in Household and Business recycling collections in England is not applicable to Northern Ireland. arc21 understand this was a conscious decision in view of the strategic linkage between the consultations. This was reinforced at various events attended during the consultation period including the multi sector event held in Belfast on 12 March 2019.

In view of the applicability of the collection consistency consultation, it would not be appropriate for arc21 to respond to the aforementioned consultation document. Nevertheless there is a clear linkage to its contents and arc21 would wish to point out the position in Northern Ireland is different in a number of aspects e.g. market conditions, base costs, land border with the Republic of Ireland, council functions etc.

arc21 welcomes the scope in the consultation document for refinement of detail with the strategic framework to reflect Northern Ireland specific circumstances. This is particularly relevant, but not exclusively, to service standards and collection related payments. We would strongly advocate direct and material engagement with Northern Ireland Council representatives on the future development of proposals

Finally, given devolved administration's role and responsibility in this matter it would be helpful if any subsequent economic assessment contains costs pertinent to each devolved administration area.

#### Questions

#### 1. What is your name?

arc21

#### 2. What is your email address?

info@arc21.gov.uk

#### 3. Please provide information about the organisation/business you represent.

arc21 is a Local Government sector entity embracing six Councils located along the Eastern Region of Northern Ireland which covers approximately 33% of the land base, populated by approximately 59% of the national population and accounts for approximately 60% of the national Local Government controlled municipal waste arisings.

The establishment of arc21 together with its functionality has been enshrined in various pieces of legislation with the most recent provision being The Local Government (Constituting a Joint Committee a Body Corporate) Order (Northern Ireland) 2015.

The six Constituent Councils of arc21 are Antrim and Newtownabbey Borough Council, Ards and North Down Borough Council, Belfast City Council, Lisburn & Castlereagh City Council, Mid and East Antrim Borough Council and Newry Mourne and Down District Council

#### 4. Please provide any further information about your organisation or business activities that you think might help us put your answers in context. (Optional)

In essence, it is primarily responsible for activities associated with the production, ongoing development and implementation of a Waste Management Plan for the arc21area.

#### 5. Would you like your response to be confidential?

No.

#### 6. Do you agree with the principles proposed for packaging EPR?

Yes.

Although implementing the changes requires us to have confidence in the long term commitment for increased financial support to councils. We recognise that the details of the changes and therefore the details of any specific commitments (including distribution of any funding between authorities) would be decided following future consultations if the policies proceed as currently indicated but it is essential that this information is provided as soon as practicable. We are also concerned to ensure that the particular challenges of increasing recycling in dense urban environments is properly calculated and fully recognised in both payment calculations and standards.

#### Please briefly state the reasons for your response.

- Because businesses will bear the full costs of managing the packaging they handle or place on the market under the proposed new scheme. The principle of an extended producer responsibility (EPR) regime is that producers are responsible for the impact of the products that they place on the market from 'cradle to grave'. Whilst the current packaging EPR makes everyone in the packaging chain, above a de minimis, responsible, it does not make producers responsible for the full costs of managing packaging waste, which undermines the principle of EPR. The consultation document notes that "At most around 10% of costs are covered<sup>1</sup>; but our analysis indicates that less than 7% of the costs of managing household packaging waste are covered by producers." Therefore, in particular we support principle 3 that businesses will bear the full costs of managing the packaging they handle or place on the market.
- Because the proposed packaging EPR will better implement the waste hierarchy and more clearly support the principles of the circular economy than the present scheme. The reformed EPR will not incentivise reuse specifically. However, the second proposed principle of the new scheme is that businesses will be incentivised to reduce unnecessary and difficult-torecycle packaging and to design and use packaging that is recyclable. As a result, the proposed new scheme should more clearly support the waste hierarchy and the principles of the circular economy than the present arrangement.

<sup>1</sup> House of Commons Environmental Audit Committee Report, December 2017 https://publications.parliament.uk/pa/cm201719/cmselect/cmenvaud/339/339.pdf Because it will provide for improved consumer information on packaging which should result in reduced contamination and more effective recycling. For any EPR scheme to work effectively the product users must understand their role and act accordingly. At present, the consumer information obligations for packaging waste are unclear, which coupled with weak enforcement, has led to uncoordinated implementation of the consumer information obligations for packaging waste. This has resulted in different obligated businesses within the current scheme providing different information about how consumers should recycle the packaging on the products that they buy. As a result consumers are often confused about what to do when they come to dispose of a product and its packaging which leads to less effective recycling and higher levels of recycling contamination than we want.

6. Do you agree with the outcomes that a packaging EPR should contribute to?

Yes.

- The accompanying Impact Assessment to this consultation states that the money raised through the system should fund better recycling collections, domestic recycling infrastructure and services under clear conditions that deliver overall system savings. The consultation document does not mention the aim to deliver overall system savings and in fact states that there is sufficient high quality reprocessing capacity in the UK to handle the increasing quantities of packaging waste for recycling.
- 7. Do you think these types of items not currently legally considered as packaging should be in scope of the new packaging EPR system?

Yes.

Please briefly state the reasons for your response and provide any information to support your view.

- Out of the list of possible additional items (foil, cling film, jiffy bags, paper cups and [rolls of] sandwich bags not currently legally considered as packaging the only one we consider should be included in the new EPR is jiffy bags. We expect, although have no data to verify this, that jiffy bags are used as much by producers and packer fillers as well as in the home e.g. for online sales of products, so for this reason would like to see them included in the EPR. They are also difficult to recycle.
- We would like to see paper cups considered for some type of EPR in due course, but a separate scheme for single-use cups of any type is likely to be more relevant (rather than just focussing on paper ones).

- 9. Which of these two classifications best fits with how your business categorises packaging?
  - (a) Primary, secondary, tertiary
  - (b) Consumer-facing and distribution/transit
  - (c) Neither please say why, and provide a description of how your business categorises packaging

Not applicable,

10. Do you agree with our definition of full net cost recovery?

Yes.

Please briefly state the reasons for your response and provide any information to support your view.

- Whilst arc21 generally supports the definition of full net cost recovery, we feel that there are some gaps which need to be covered. It is important that the coverage of costs properly addresses all the areas associated with the sustainable management of packaging. This needs to include the costs of making household waste and recycling centres available to the public for receiving packaging waste as well the costs of clean-up of littered and fly-tipped packaging. It also needs include the costs of collecting packaging that is within the residual waste stream as well as the packaging materials within the residual stream, composition analyses (or other forms of analysis) will be required, and the costs of these will also need to be covered. We do welcome the inclusion of the costs of providing information to consumers on recycling packaging waste and anti-littering.
- arc21 is unclear how income from the sale of recyclable packaging will be netted off. We are concerned that if the income netted off is an average annualised amount per tonne for example, that it may be insufficient incentive for materials recycling facilities (MRFs) to get the best possible price for the sale of the packaging material for recycling. The way the system is structured will need to ensure that the commercial/market incentives for the trading of recyclate are maintained.
- The consultation document notes that there is an expectation that recycling costs per tonne of packaging will decrease over time. There is no detail in the consultation document or impact assessment about how this has been modelled. It will be important for all parties to understand better how the costs have been and will continue to be calculated in order to understand how 'full cost' recovery has been determined.
- 11. Do you agree that producers should be required to fund the costs of collecting and managing household and household-like packaging waste, i.e. all consumer facing packaging?

Yes.

#### 12. Do you agree that packaging for commercial/industrial applications should be out of scope for full net cost recovery?

Yes.

 We would welcome your views on whether or not producers subject to any DRS should also be obligated under a packaging EPR system for the same packaging items.

Yes they should.

#### Please briefly state the reasons for your response.

Whilst arc21 believes that a DRS is likely to reduce the quantity of drinks containers within residual waste, it will not eliminate it. Therefore there will still be costs associated will collecting and managing the drinks containers within the residual waste stream, so EPR is needed to ensure that these costs are covered and encourage producers to do everything in their power to make sure that drinks containers are captured.

14. Do you agree with the development of an 'approved list' of recyclable packaging to underpin the setting of either modulated fee rates or deposits?

Yes.

Please briefly state the reasons for your response and provide any information to support your view.

- Clarity of labelling for consumers can only be brought about if there is an approved list of what can and cannot be recycled, and recycling will be more effective if the labelling is clear. Please see our response to question 6 for evidence of the importance of clear labelling. However, the practicalities are that different MRFs accept different ranges of materials so it will be important to find a way in which the national variability of what can and cannot be recycled is incorporated during any transitional period.
- 15. Do you think the payment of modulated fees or the payment of deposits with the prospect of losing some or all of the deposit would be more effective in changing producers' choices towards the use of easy to recycle packaging?
  - (a) Modulated fee

Please briefly state the reasons for your response and provide any information to support your view.

#### Modulated fee:

 We support a modulated, placed on the market (POM), fee for producers whereby they pay fees based upon the quantity and types/formats of packaging they handle - as the best approach for changing producers' choices towards the use of easy-to-recycle packaging. A modulated fee would send a clear signal to producers and designers to consider end-of-life at the design stage. Fees could be flexible allowing for the fees to be adapted as new packaging types come onto the market such as compostable, or biodegradable packaging or packaging with electronic sensors for example in-built, and could be set to take account of composite materials.

Deposit and fee:

- This approach is similar to how the energy market operated for a period of time with companies paying upfront based upon an estimate of their annual energy use and then a repayment at the year-end based upon their ranking in the market. It may be useful to look at why this system was changed.
- In our view a deposit (for recyclable packaging) and fee (for non-recyclable packaging) is likely to be too difficult to operate and potentially make it more difficult for businesses to budget for their annual costs of compliance.
- Although the deposit and fee approach would potentially be more responsive to market pricing – with deposits returned based upon the real cost of recycling, the risk with this approach is that producers could contribute more that the full net cost overall of packaging placed on the market – which the consultation document recognises.
- Although the deposit and fee is attractive, because it is more likely than a modulated fee to stimulate a circular economy approach; on balance we support the modulated fee.
- 16. Do you think there could be any unintended consequences in terms of packaging design and use arising from:
  - (a) Modulated fees

(b) Deposit (for recyclable packaging) and fee (for non-recyclable packaging) Please briefly state the reasons for your response and provide any information to support your view.

- Both modulated fees and a deposit/fee approach are expected to encourage producers to substitute less easily recycled material for more easily recycled material in their product packaging. However, the provision of materials and recycling facilities varies across the country. So, one unintended consequence as the result of the substitution of one material for another could be that the average transport distances could increase for both transporting materials for packaging manufacture and at the end of life to packaging recycling facilities.
- 17. Do you agree that the deposit approach should be designed to incentivise more closed loop recycling?

Yes.

- A fiscal signal to include easily recyclable material, whether that be a deposit/fee or modulated fee, raises awareness of the need to design in recyclability from the outset and the deposit approach also provides the opportunity to incentivise closed loop recycling.
- 18. What do you consider to be the most appropriate approach to a single point of compliance, the Brand-owner or the Seller approach?
  - (a) Brand-owner Yes.
  - (b) Seller
  - (c) Other
  - (d) I don't support moving to a single point of compliance

Please briefly state the reasons for your response and provide any information to support your view.

- The current system of shared responsibility across the packaging chain has worked well since its introduction, but we note that this creates the potential for four separate organisations to be obligated for one unit of packaging – the material manufacturer, the converter, packer-filler and seller. We also recognise the risk of the price signal being diluted by having a shared responsibility approach. As a result, we support reform to a single point of compliance.
- We support compliance at the brand-owner level on the basis that the brand owners are the ones putting the product forward to the market but have no further evidence to support this view. Brand owners and sellers are best placed to answer this question.
- 19. If a single point of compliance approach was adopted, do you think the deminimis should be:
  - (a) Replaced with a lower turnover threshold?
  - Yes.
  - (b) Retained and wholesalers and direct-to-retail sellers take on the obligation of those below the threshold?
  - (c) Other, please state
  - (d) Don't know

- Replacing the de-minimis with a lower turnover threshold still retains the principle of producers being obligated under producer responsibility legislation, albeit that very small and micro-businesses would be exempt such as an independent café that fills takeaway boxes at the point of purchase.
- A move to retain the de-minimis threshold and obligate wholesalers and direct-to-retail sellers of unfilled packaging seems to undermine the principle of producer responsibility – because the wholesalers and directto-retail sellers would have to pay the fees on the unfilled packaging products that they sell to producers (albeit that the prices they would charge would be inclusive of EPR obligations).
- Whilst we note the littering impact of packaging placed on the market by takeaway businesses our view is that it is better to introduce the new system first as proposed with a lower threshold and then review it at a later date if it becomes clear that the exemption of very small businesses is causing a problem.
- 20. Should small cafés and restaurants selling takeaway food and drinks whose packaging is disposed 'on the go' be exempt from being obligated?

No.

Please briefly state the reasons for your response and provide any information to support your view.

Small cafés and restaurants produce packaging waste which is commonly littered. Whilst drinks containers are likely to be covered by a DRS, other items e.g. food takeaway boxes, will not be. Making these businesses obligated under EPR would encourage them to produce less, and/or more reusable, packaging.

- 21. If shared responsibility is retained, is Option A or Option B preferable for including smaller businesses or the packaging they handle in the system?
  - (a) Option A (Lower or remove the de-minimis)
  - (b) Option B (De-minimis threshold remains as is and obligations extended to distributors of packaging or packaged products)
  - (c) Other, please state
  - (d) I don't know

Please briefly state the reasons for your response and provide any information to support your view.

We do not think shared responsibility should be retained so have not answered this question.

- 22. If you have stated a preference for A, do you think the de-minimis threshold should:
  - (a) Be reduced (please state your suggested threshold)
    - (b) Be removed entirely

We have no meaningful information that would enable us to provide a response.

- 23. Overall, do you have a preference for maintaining a shared responsibility compliance approach, or moving to a single point of compliance?
  - (a) Single point of compliance.

Please briefly state the reasons for your response and provide any information to support your view.

Please see our response to Q.18.

- 24. Do you have a preference for how small businesses could comply?
  - (a) Pay a flat fee to include a contribution to a communications fund
  - (b) Apply an allocation formula
  - (c) Other, please describe

Please briefly state the reasons for your response and provide any information to support your view.

We have no meaningful information that would enable us to provide a response.

25. Do you think that requiring operators of online marketplaces to take the legal responsibility for the packaging on products for which they facilitate the import would be effective in capturing more of the packaging that is brought into the UK through e- commerce sales?

Yes.

Please briefly state the reasons for your response and provide any information to support your view.

- Operators of online marketplaces should, as a matter of principle be sharing some of the producer responsibility burden associated with the packaging for which they facilitate the import and then pass into UK consumers' homes and waste.
- These are digital businesses so the ease of compliance should be high and the costs of ensuring accurate reporting relatively low. However, incorporating these businesses into the EPR framework is inevitably likely to result in some self-reporting.

arc21-May2019-Page10

- Given that more and more people now buy on-line it seem perverse to exempt these businesses from the overall regime.
- 26. Do you agree payments to councils for collecting and managing household packaging waste should be based on:
  - (a) provision of collection services that meet any minimum standard requirements (by nation);
  - (b) quantity and quality of target packaging materials collected for recycling;
  - (c) cost of managing household packaging waste in residual waste

- Yes, we agree that the payments to councils for collecting and managing household packaging waste should be based on all of the above measures.
- A long-standing complaint of producers and retailers has been the varying collection systems provided by councils across the country and that as a result communication about recycling on a national scale is more difficult. Collection services which meet minimum standard requirements set by each nation would help to address this and ensure that the efficacy of communications is maximised.
- We note that the consultation states that if additional packaging items, such as film plastic waste produced by households (which is mostly LDPE) and compostable plastic packaging, were to be required to be collected from households in the future then producers would be expected to cover these costs. However, in some cases these items are collected and recycled already. We would recommend that the system is sufficiently flexible to allow for the costs of other materials than those which are mandated should be able to be recovered too if they contribute to the producers' targets.
- Payments which are sensitive to the cost of managing household packaging waste in the residual stream is sensible.
- However, we are concerned that the reference costs which will be used for making payments will properly reflect the situation throughout Northern Ireland.
- 27. Do you think we have considered all of the costs to councils of managing packaging waste?

No.

- The consultation document notes that producers should not be expected to cover the costs of inefficient service delivery and their financial contribution should not exceed the costs necessary to provide those services (Section 1). However, we are concerned that the detail is not provided to understand how the efficiency of a collection service will be assessed and whether, if some costs have been excluded, a service may be erroneously judged as being inefficient.
- The need to provide consistent collections, including the additional separation of materials, is likely to require additional bulking bays for separate materials at transfer facilities. It is unclear if the full costs of additional bulking bays at transfer facilities have been incorporated.
- Thirdly we are unsure if collection depot running costs have been included.
- A key piece of work is to understand how much the costs of managing packaging waste vary between councils We are also concerned that the payments for packaging waste in residual waste which will be based on the average disposal gate fee for household waste for landfill or incineration, using either national average rates or regional average rates have sufficient granularity. If residual waste is transported to a region with very different disposal costs it is important that this is reflected in the payments so that the producing local authority is properly recompensed.

There is also a lack of clarity about items recycled from residual waste such as in an MBT plant.

Also, as mentioned in the response to Q.10a, we are concerned that the following costs might be missed:

- the costs of making household waste and recycling centres available to the public for receiving packaging waste
- well the costs of clean-up of littered and fly-tipped packaging
- the costs of collecting packaging that is within the residual waste stream as well as the packaging within the dry recycling stream
- the costs of analyses to determine the quantities of packaging materials within the residual waste streams

#### 28. Do you agree with our approach to making payments for the collection of household-like packaging waste for recycling?

Yes.

- We support the principle of payments for the collection of household-like packaging waste for recycling being similar to those for household waste, namely a formula which takes into account the cost of collection, proportion of target recyclable packaging materials in the waste stream and weight of target materials recovered for recycling. However, our comments regarding omissions as set out in response to question 27 also apply to household-like packaging waste collected from businesses.
- 29. Should businesses producing household-like packaging receive a payment for the costs of household-like packaging waste in residual waste?

No.

Please briefly state the reasons for your response and provide any information to support your view.

- There should already be an incentive for businesses to recycle because they
  pay for the costs of their waste service, so a payment should not be needed.
  However, if it would help to capture more of the material then it perhaps
  could be considered at a later date.
- 30. Are there other factors, including unintended consequences that should be considered in determining payments to:

#### (a) Councils?

Please explain the reasons for your response and provide any information to support your view.

There will be a period of transition as the new EPR system is implemented. Two options are provided for in the consultation document regarding the ownership of packaging waste recovered for recycling which need to be factored into considerations regarding payments to councils. If ownership of material is retained by producers then councils could be paid their gross costs and hence would no longer bear the risk of fluctuating material prices. Or, as now, councils could continue to receive income for the sale of their recyclable packaging materials and this income would need to be taken account in payments made to councils as producers are required to pay net costs. During the transition period between the current and new regime and depending on which option above is considered there may be a need to consider operating both systems side by side. Transitional arrangements should be taken into consideration.

(b) For the collection and recycling of household-like packaging waste? Please explain the reasons for your response and provide any information to support your view.

None to note.

31. Do you have any information that would help us to establish the costs incurred by councils and other organisations of cleaning up littered and fly-tipped packaging items?

No.

- 32. How do you think producer fees could be used to improve the management of packaging waste generated on-the-go?
  - One option may be for councils to receive an additional payment if their onthe-go recycling system is identical to the minimum standard (dry materials) for kerbside services. This could be introduced at a later date but it would be necessary not to disadvantage smaller rural authorities with limited onthe-go provision.
  - Another option would be to ensure that communications provision included on-the-go so that there would be an incentive for councils to make their onthe-go provision consistent with their kerbside service.
- 33. Do you have any information that would help us to establish the costs of collection and disposal of increased on-the-go provision?
  - No because on-the-go material is mixed with household kerbside collected waste for disposal so we do not have separate costs available.
- 34. Do you agree that provision for the take back of single-use disposable cups for recycling should continue to be developed a voluntary basis by business prior to a government decision on whether disposable cups are included under an EPR scheme or DRS?

Yes.

Please briefly state the reasons for your response and provide any information to support your view.

- Given the volume of single use disposable cups being used and thrown away and the voluntary measures already in place the Government should take a short amount of time to review the evidence on the effectiveness of these schemes and then implement a mandatory regime.
- 35. Do you think the recycling of single-use disposable cups would be better managed through a DRS or EPR scheme?
  - (a) DRS
  - (b) EPR
  - (c) Both
  - (d) None of these options

Please briefly state the reasons for your response and provide any information to support your view.

(c) Both.

- EPR would encourage producers to shift away from single-use and/or a move to more easily recyclable single use cups.
- DRS would encourage consumers to return their disposable cups for recycling or reuse
- DRS could be a good way to incentivise reuse, rather than just return for recycling.

#### 36. Do you think a recycling target should be set for single-use disposable cups?

- (a) Yes
- (b) No
- (c) I neither agree nor disagree

Please briefly state the reasons for your response and provide any information to support your view.

- No because it would be preferable to incentivise reuse rather than recycling.
- 37. Should producer fees be used to support local service-related communications delivered by councils?

Yes.

Please briefly state the reasons for your response. Where available, please share evidence to support your view.

- We support the use of producer fees for local service-related communications, but this support could be on the proviso that suitably flexible national branding is used and that the money is ring-fenced for communications.
- Local communications can be targeted and customised and are a vital part of the communications mix, reducing the 'bystander bias' of national activity. Examples from other sectors to support the need for local communications including the National Blood Transfusion Service which became far more effective at gaining blood donors when it changed its communications from national messaging about giving blood, to a more localised approach saying that the local hospital was running low on supplies. Spotify has also localised its communications to attract more users.
- Local communications will also be particularly important in the transition period before consistency of collections is in place across each nation.
- 38. Should producer fees be used to support nationally-led communications campaigns in each nation?

Yes.

Please briefly state the reasons for your response. Where available, please share evidence to support your view.

- We suggest that it is appropriate for funding to be used for national branding, research and communications materials but not for communications campaign delivery until consistent collections are in place.
- 39. Are there any circumstances where producers should be exempt from contributing to the cost of communications campaigns?

No.

Please briefly state the reasons for your response. Where available, please share evidence to support your view.

- We cannot think of any reasons for exemption.
- 40. Do you agree it should be mandatory for producers to label their packaging as Recyclable/Not Recyclable?

Yes.

Please briefly state the reasons for your response and provide any information to support your view.

- Because as noted in our response to question 6 consumers are often confused about what to do when they come to dispose of a product and its packaging which leads to less effective recycling and higher levels of recycling contamination than we want.
- 41. Do you think that the percentage of recycled content should be stated on product packaging?

Yes.

Please briefly state the reasons for your response and provide any information to support your view.

- Because labelling about the recycled content of the packaging would reinforce consumer messaging about the outcome of recycling, i.e. that the material consumers recycle gets made into new products.
- 42. If you responded yes to the previous question, how could recycled content information be provided to consumers? Please describe briefly.
  - The labelling could be colour coded like energy efficiency ratings.
- 43. Do you have any other proposals for a labelling system? Please describe briefly.

No.

#### 44. Do you have experience to suggest an appropriate lead-in time for businesses to incorporate any mandatory labelling requirements?

We have no meaningful information that would enable us to provide a response.

45. In your view, are the estimates made in the Material Flow reports for packaging waste arisings the best available data?

I do not know / I do not have enough information.

46. Are you aware of any other factors which may affect the estimates of packaging waste entering the waste stream?

No.

47. In your view, are there other factors which may affect the amounts of obligated tonnage reported?

I do not know / I do not have enough information.

48. Do you agree with the packaging waste recycling targets proposed for 2025?

Yes.

49. Do you agree with the packaging waste recycling targets proposed for 2030?

Yes.

50. Please provide your views on the policies and actions that could help us achieve an even higher overall packaging recycling rate, for example 75%, as well as your views on the costs associated with doing so.

We have no meaningful information that would enable us to provide a response.

51. Do you foresee any issues with obtaining and managing nation specific data?

This is not a question that we are in a position to answer.

52. Should a proportion of each material target be met by "closed loop" recycling, e.g. as is the case for glass recycling targets?

Yes - ideally.

Please briefly state the reasons for your responses and provide any information to support your view.

As we seek to transition to a more circular economy it would be helpful if the producer responsibility packaging waste regulations could assist us to do so.

However, the practicalities of closed loop recycling may prevent the immediate implementation of such a requirement.

#### 53. Should government set specific targets for individual formats of composite packaging?

Yes - ideally.

If yes, what key categories of composite packaging should be considered? Please briefly state the reasons for your responses and provide any information to support your view.

We do not have sufficient knowledge and detailed information of the packaging sector that would enable us to provide a response. However, we do support the principle of setting targets for composite packaging recycling.

54. Do you agree with the proposed interim targets for 2021 and 2022 set out in Table 6?

Yes.

Please briefly state the reasons for your responses and provide any information to support your view.

The targets proposed take account of current performance and the required trajectory, so seem reasonable, although it is unclear if any implications of Brexit have been incorporated.

55. Do you agree with the proposal to increase the allocation method percentage to 35% for 2021 and 2022?

We are not aware of any conclusive evidence that would enable us to provide a response.

- 56. Overall, which governance model for packaging EPR do you prefer?
  - (a) Model 2 Single not-for-profit scheme.

Please briefly explain your preference.

- Many other countries operate a single governance model so it is a wellestablished approach for packaging compliance and the costs and operating model are known.
- A single governance model simplifies the current regime of competing compliance schemes which has delivered compliance and at a low cost but which has led to a fragmented approach where the whole scheme costs and investment back into recycling collection services is not as transparent as we would wish.
- Model 2 is underpinned by modulated fees which we believe will be the best approach for changing producers' choices towards the use of easy-torecycle packaging.

#### 57. If you had to modify any of the models in any way to make them better suited to achieve the principles and outcomes government has set for packaging EPR what changes would you suggest?

- Model 1: Enhanced near-to-business as usual compliance schemes.
- Due to the competitive nature of the market under this model, schemes would compete for local authority services as with the WEEE compliance approach now. In order to provide a comprehensive service, it would be necessary to include a mechanism to prevent the most costly-to-collect-from councils from being without a compliance scheme provider into which all schemes would have to contribute.
- This model requires the transfer of a proportion of funds to an independent board which would run communications campaigns on behalf of the schemes. In order to ensure that this worked well it would probably be necessary to establish a governance structure whereby one of the compliance schemes took the legal lead. Prior to the establishment of WRAP the National Waste Awareness Initiative as it was then known, (now Recycle Now) was run by a board. However, because there was a need to let contracts to communications agencies, research agencies etc. that board then had to become a legal entity in order effectively deliver the campaign. A quicker approach is to let one of the member organisations take the lead.
- The complexity of each compliance scheme working alongside the DRS would possibly also require a combined management body to ensure a coherent system was created.
- Model 2: Single not-for-profit producer management organisation.
- Model 3: Separate schemes for household/household-like packaging and commercial/industrial packaging.
- Data collection management would be one of the most difficult aspects of this model, because with different schemes responsible for household/household-like packaging and commercial/industrial packaging no-one organisation would have a complete picture of the progress towards recycling target achievement. A data sharing arrangement would be required with one of the schemes taking the lead for providing information to government.
- Communications funding for reducing littering would also need to be coordinated between the schemes because communications to reduce littering does not necessarily need to distinguish between the sources of the litter or if it does communications require co-ordination.
- Model 4: Deposit-based government managed system.
- The consultation document notes that the Government has not found a similar scheme operating elsewhere so it could include a number of unknown costs and risks.

58. Do you have any concerns about the feasibility of implementing any of the proposed governance models?

a) Yes

b) No

If yes, please provide specific reasons and supporting information for each governance models that you have concerns about.

All of the models are feasible, but some as indicated above would require more time and complex structural arrangements to put be put in place in order to make them effective.

59. Do you think that any of the governance models better enable a UK-wide approach to packaging producer responsibility to be maintained whilst respecting devolved responsibilities?

Yes – Model 2, because there could be single not-for-profit management organisations within each nation.

60. Stakeholders have suggested that a compliance fee mechanism similar to the arrangements currently in place under the WEEE producer responsibility scheme should be introduced if a competitive evidence market continues to operate such as in Model 1. Do you agree?

Yes.

Please briefly state the reasons for your response and provide any information to support your view.

- Firstly because of the requirement to provide support for authorities who have not been able to award a contract to a compliance scheme for whatever reason. The compliance fee can be set to ensure that each scheme pays into a fund which can support the provision of services to such councils.
- Secondly because it would potentially be able to fund comprehensive communications.
- 61. Should a Packaging Advisory Board be established to oversee the functioning of the EPR system and the compliance schemes in the competitive compliance scheme model 1 or do you think other arrangements should be put in place?
  - (a) Packaging Advisory Board
  - (b) Other please provide details

Please briefly state the reasons for your response and provide any information to support your view.

We are unsure about the alternatives so cannot comment upon this question.

62. Please let us know your thoughts as to whether the proposed single management organisation should be established on a not-for-profit basis or as a government Arm's Length Organisation.

There are pros and cons of each approach but on balance we recommend a nonfor-profit basis.

63. If such a management organisation is established as not-for-profit, one option is for government to invite proposals from potential operators and then issue a licence to operate for a defined period of time. Do you agree with this approach?

Yes.

64. Should a single scheme be established for household/household-like packaging and C&I packaging as described for model 2?

Yes.

Please briefly state the reasons for your response and provide any information to support your view.

Because a single scheme can ensure a co-ordinate approach to data collection and reporting of the same.

65. Or, should there be a separate system for managing compliance for household/household-like packaging and C&I packaging as described for model 3?

No.

If no, do you have suggestions on an alternative approach?

This may be better addressed by others who are closer to the detail of how compliance can operate.

- Q66. Under model 4 are producers more likely to:
  - (a) Manage their own compliance?
  - (b) Join a compliance scheme?

Please briefly state the reasons for your response and provide any information to support your view.

We have no meaningful information that would enable us to respond.

67. Do you agree that government should seek to ensure export of packaging waste is undertaken in a transparent and environmentally responsible manner?

Yes,

arc21 are hopeful the introduction of these measures will help to improve the economic climate and proportionately more of the packaging waste will be recycled locally. However even with local developments in infrastructure the option to export will continue to exist. Ensuring appropriate standards and transparency will be important to ensure competitive fairness and assist with public perceptions.

68. Do you agree that measures identified here would help ensure the export of packaging waste is undertaken in a transparent and environmentally responsible manner?

Yes.

### Please briefly state the reasons for your response and provide any information to support your view.

arc21 broadly agrees that the measure identified could assist in improving the system regarding the export of packaging waste. However, the system will only ever be as good as the regulation of it and if changes are to be made, they must be backed up with appropriate resources for the regulators to undertake the actions they need to maintain the system in the desired manner. The measures proposed need to include this in their design and ensure that adequate funds are generated to undertake appropriate regulatory activities in relation to the export of packaging waste.

69. Have we missed potential measures that you believe need to be considered alongside those measures we have proposed?

No.

70. Do you have any concerns about the feasibility and / or costs of implementing any of the proposed measures?

Yes.

### If yes, please provide specific reasons and supporting information for each measure that you have concerns about.

The transition period will be complex as producers and councils move to the new system, consistent collections come into force and a DRS is implemented, assuming that all three new measures are implemented. Coupled with any complexities introduced as a result of Brexit, this could lead to unforeseen delays and costs.

### 71. Do you agree that accredited reprocessors and exporters should be required to report their financial information?

Yes.

Please briefly state the reasons for your response and provide any information to support your view. If you answered no, how would you suggest

transparency is provided on how income from the sale of evidence has been used to support capacity building?

A requirement to report financial information will provide confirmation to show how the income from the sale of evidence has been used to support capacity building, thereby supporting the transparency principle number 8 of the governance principles behind the reform to the packaging regime.

72. Should accredited reprocessors and exporters be required to generate evidence for every tonne of packaging waste that they process?

Yes.

Please briefly state the reasons for your response and provide any information to support your view.

arc21 believes that evidence for every tonne of packaging waste should be generated where this is of relevance to the governance model that has been chosen. We believes there is merit in keeping market trading to a minimum within the new system to then mitigate against some of the issues that have caused problems with the PRN system.

73. Should accredited reprocessors and exporters be required to report on the packaging waste they handle monthly?

Yes.

74. Do you think that any additional measures to those already described would be required to ensure transparent operating of the evidence market in model 4?

Yes.

If yes, please provide details.

The risk with this model is that schemes pay more than they need at the start of the year. Accurate estimates would be required, particularly for small businesses where paying the fee up-front could cause unnecessary cash-flow difficulties.

75. Are there any additional requirements that should be placed on compliance schemes to ensure greater transparency of their operations and reporting?

No.

If Yes, please briefly state the reasons for your response and provide any information to support your view.

76. Under a reformed system do you think compliance schemes should continue to be approved by the existing regulators or do you think a different approach is required?

Yes, approved as now.

77. Are there any additional requirements of a single producer organisation to ensure transparency of its operation and reporting?

Yes.

If yes, please briefly state the reasons for your response and provide any information to support your view.

78. Do you think there is a need to make more information on packaging available to consumers?

Yes.

Please briefly state the reasons for your response and provide any information to support your view.

We understand there is a perception of confusion about the recyclability of packaging and whether recycling information on packaging refers to the product or the packaging. In particular, we also find that residents want information about why if you take two different products made of the same material, one may be recyclable and the other not. A single link to a helpline and a website containing comprehensive packaging recycling information may suffice.

#### 79. Are there other datasets that will be required in order to monitor producers in any of the proposed models?

Don't know.

If yes please explain which datasets will be needed.

80. Is there a specific material, packaging type or industry sector whereby producing accurate data is an issue?

Don't know – this is a question for others to answer.

If yes, please provide further information on where producing accurate data may be an issue.

B1. Do you think a single database, as opposed to the current range of methodologies available, would be an effective alternative?

Yes - if it is possible.

Please briefly state the reasons for your response and provide any information to support your view.

82. Do you agree that compliance schemes (models 1 and 3), the producer management organisation (model 2) or the scheme administrator (model 4) should be responsible for carrying out audits of producers, which should be reportable to the regulators?

Yes.

Please briefly state the reasons for your response and provide any information to support your view.

83. Do you support the broadening of legally enforceable notices to obtain required information?

Yes.

Please briefly state the reasons for your response and provide any information to support your view.

84. Are there other enforcement mechanisms that should be considered which would be timely and effective to bring producers into compliance, for example in relation to free riders?

Unsure.

If yes, please explain which other enforcement mechanisms should be considered.

## 85. Are there any further data that should be required to be collated / collected via compliance schemes or a single management organisation? Please provide brief details

It would be helpful to link the data sets in a reformed EPR with the number and type of complaints received through the packaging essential requirements regulations. In theory with a better EPR scheme and improved design for recyclability there should be fewer complaints about packaging design, but it would be interesting and useful to capture this information.

B6. Do you think a penalty charge, as described, is the correct lever to ensure packaging recycling targets are met?

I do not know.

Please briefly state the reasons for your response and provide any information to support your view.

87. Should stakeholders other than reprocessors or exporters be able to issue evidence of recycling?

No.

Please briefly state the reasons for your response and provide any information to support your view.

88. Are there any additional enforcement powers that should be applied to waste sorters, MRFs and transfer stations handling packaging waste?

No.

If yes, please explain which other enforcement powers should be available.

89. Do you agree with the proposed amendments to enforcement powers relating to reprocessors and exporters?

Yes.

Please briefly state the reasons for your response and provide any information to support your view.

90. Do you have any evidence to indicate that under any of the proposed governance models the likelihood of waste packaging being imported and claimed as UK packaging waste might increase?

No.

If yes, please provide information on any evidence you have.

91. Is the current requirement for a sampling and inspection plan and subsequent auditing by the regulator sufficient to address any misclassification of imported packaging waste?

Unsure.

Please briefly state the reasons for your response and provide any information to support your view.

92. Are there other mechanisms that could be considered that would prevent imported UK packaging waste being claimed as UK packaging waste under the proposed governance models?

Unsure.

If yes, please explain which other mechanisms could prevent imported packaging waste being claimed as UK packaging waste.

93. Do you have any additional data or information that will help us to further assess the costs and benefits (monetised or non-monetised) that these reforms will have?

No.

94. Do you have further comments on the associated Impact Assessment, including the evidence, data and assumptions used? Please be specific.

No.

95. If you have any other views or evidence that you think we should be considering when reforming the packaging waste regulations, which you have not yet shared, please add them here.





#### Consultation on Introducing a Deposit Return Scheme in England, Wales and Northern Ireland

#### Introduction

arc21 is a Local Government sector entity embracing six Councils located along the Eastern Region of Northern Ireland which covers approximately 33% of the land base, populated by approximately 59% of the national population and accounts for approximately 60% of the national Local Government controlled municipal waste arisings.

The establishment of arc21 together with its functionality has been enshrined in various pieces of legislation with the most recent provision being The Local Government (Constituting a Joint Committee a Body Corporate) Order (Northern Ireland) 2015.

In essence, it is primarily responsible for activities associated with the production, ongoing development and implementation of a Waste Management Plan for the arc21 area.

The six Constituent Councils of arc21 are Antrim and Newtownabbey Borough Council, Ards and North Down Borough Council, Belfast City Council, Lisburn & Castlereagh City Council, Mid and East Antrim Borough Council and Newry Mourne and Down District Council.

#### Report

arc21 welcomes the opportunity to respond to this consultation and, prior to answering the specific questions contained in the consultation document, we would offer the following comments.

The Government have taken a conscious decision to launch this consultation in conjunction with three other consultations of which two are applicable to Northern Ireland i.e. Consultation on Plastic Packaging Tax, and Consultation on Reforming the UK Packaging Producer Responsibility System. The third Consultation on Consistency in Household and Business Recycling Collections in England is not applicable to Northern Ireland. arc21 understands this was a conscious decision in view of the strategic linkage between the consultations. This was reinforced at various events attended during the consultation period including the multi sector event held in Belfast on 12 March 2019.

In view of the applicability of the collection consistency consultation, it would not be appropriate for arc21 to respond to the aforementioned consultation document. Nevertheless, there is a clear linkage between all the consultation documents, and arc21 would wish to point out the position in Northern Ireland is different from the rest of the UK in a number of aspects e.g. market conditions, base costs, land border with the Republic of Ireland, council functions etc.

In general, arc21 would have some concerns around the implementation of any DRS, particularly if it is prior to the introduction of Packaging Responsibility Reform. Our preference would be to await the introduction of the Packaging Responsibility Reform before looking to introduce DRS.

Given the differences in Northern Ireland, arc21 would strongly advocate direct and material engagement with Northern Ireland Council representatives on the future development of proposals.

Finally, given devolved administration's role and responsibility in this matter it would be helpful if any subsequent economic assessment contains costs pertinent to each devolved administration area.

#### Questions

1. Would you like your response to be confidential?

No.

2. What is your name?

arc21

3. What is your email address?

info@arc21.gov.uk

#### 4. Please provide information about the organisation/business you represent

arc21 is a Local Government sector entity embracing six Councils located along the Eastern Region of Northern Ireland which covers approximately 33% of the land base, populated by approximately 59% of the national population and accounts for approximately 60% of the national Local Government controlled municipal waste arisings.

The establishment of arc21, together with its functionality, has been enshrined in various pieces of legislation with the most recent provision being The Local Government (Constituting a Joint Committee a Body Corporate) Order (Northern Ireland) 2015.

The six Constituent Councils of arc21 are Antrim and Newtownabbey Borough Council, Ards and North Down Borough Council, Belfast City Council, Lisburn & Castlereagh City Council, Mid and East Antrim Borough Council and Newry Mourne and Down District Council.

#### 5. Please provide any further information about your organisation or business activities that you think might help us put your answers in context. (Optional)

In essence, it is primarily responsible for activities associated with the production, ongoing development and implementation of a Waste Management Plan for the arc21 area.

### 6. Does your organisation have any recent experience of a DRS or related policy schemes? If so, can you please briefly explain your experiences?

No.

#### 7. Are you content for the UK government, or in Wales, the Welsh Government, or in Northern Ireland, DAERA to contact you again in relation to this consultation?

Yes, and would actively encourage such engagement.

#### 8. Do you agree with the basic principles for a DRS?

Yes, but the principle of 'full net cost recovery' (FNCR) should also be a key principle so that producers always have the full financial incentive to minimise the impacts of their products post-use. A DRS established as part of a wider EPR regime ensures clear responsibility for end-of-use management of resources and should have a positive impact on wider public and consumer behaviour.

#### 9. Should the following materials be-in scope of a DRS:

a. **PET bottles** Yes - Already widely recyclable.

b. HDPE bottles Yes - Already widely recyclable.

#### c. Aluminium cans

Yes - Already widely recyclable.

#### d. Steel cans

Yes - Already widely recyclable.

#### e. Glass bottles

Yes - Already widely recyclable.

#### f. Other (please specify)

All reasonably foreseeable substitutes for the above, as Q.10 below.

#### 10. Should the following materials be-in scope of a DRS:

#### a. Cartons e.g. Tetrapack

Yes - Already widely recyclable and a foreseeable substitute for the materials at Q.9 to which producers might switch if it were not in scope.

#### b. Pouches and sachets, e.g. for energy gels

Yes - A foreseeable substitute for the materials at Q.9 to which producers might switch if it were not in scope.

#### 11. If a DRS were to be introduced, should provisions be made so that glass bottles can be re-used for refills, rather than crushed and re-melted into new glass bottles?

Yes - Incentives to refill should not be limited to glass. Waste prevention should be clearly treated as superior to recycling in the architecture of the DRS. In particular for water, schemes to promote water fountains and/or shops willing to top-up people's water bottles with tap water should be supported above recycling.

#### 12. Should the following drinks be in-scope of a DRS:

#### a. Water

Yes - But with incentives and/or encouragement to reuse too, as all such bottles could be re-filled a number of times by the original consumer for his/her own use.

b. Soft drinks (excluding juices)

Yes.

c. Juices (fruit and vegetable)

Yes.

#### d. Alcoholic drinks

Yes (all) - We can see no rationale for exempting any types of alcoholic drinks.

#### e. Milk containing drinks

Yes.

#### f. Plant-based drinks (such as soya, rich almond and oat drinks)

We believe these should be treated the same as milk bottles. From the resources and waste management perspective, plant-based drink bottles should be in-scope, but this may require other mitigating measures from a public health perspective, particularly when considering those who cannot consume dairy products. If such mitigating measures are considered by Government not to be appropriate, arc21 notes that milk bottles and non-dairy equivalents are sometimes excluded from DRSs in other countries and would consider this acceptable for the UK. If these are not included in the DRS scheme, they should be covered within the EPR to ensure Full Net Cost Recovery (FNCR) of packaging of this material placed on the market.

#### g. Milk

From the resources and waste management perspective, milk bottles should be inscope, but this may require other mitigating measures from a public health perspective. If such mitigating measures are considered by Government not to be appropriate, arc21 notes that milk bottles are sometimes excluded from DRSs in other countries and would consider this acceptable for the UK. If these are not included in the DRS scheme, they should be covered within the EPR to ensure FNCR of packaging of this material placed on the market.

#### h. Other (please state which)

Yes - The principle should be that all drinks containers are in-scope unless explicitly designated as being not in-scope but should be covered within the EPR to ensure FNCR of packaging of this material placed on the market.

#### 13. Do you think disposable cups should be in the scope of a DRS?

### a. Disposable cups made from paper with a plastic lining (such as those used for coffee)

Yes – arc21 understands the Government's main objectives to be improved resource management and reduced litter, so it would appear contrary to both of these to exclude such cups.

### b. Disposable cups made of plastic (such as those used in vending machines)

Yes – arc21 understands the Government's main objectives to be improved resource management and reduced litter, so it would appear contrary to both of these to exclude such cups.

#### 14. Do you agree with the proposed material flows as described above?

#### No.

- The role of councils and our waste handling routes is missing, yet we will be collecting these drinks containers in litter, recycling and residual waste. It is essential that the EPR consultation's commitment to 'full net cost recovery' is implemented fully if councils are not to receive the deposits, unless they act as 'vendor' or as a return point.
- We suggest potential confusion may be avoided between DRS terminology and EPR/PRN terminology if the term "packer-filler" is used here rather than "producer".

#### 15. Do you agree with the proposed financial flows as described above?

No. - Unredeemed deposits should not be retained by the DMO or their value returned to producers in a way that creates a perverse incentive not to maximise deposit returns, which may well be the most expensive form of producers' compliance. In essence, the flows as set out could be viewed as seen as an obstacle to the aims of DRS and could affect public acceptance because the 'producers' will get their money back to fund the DRS and potentially make a profit.

Additionally, we would like to flag that the council role is missing from Figure 1 (p.25), but that it is not possible to determine how our role should be shown given that we do not know if/how the same drinks containers will be provided for in new EPR policies and structures. The key guiding principle however must be that of 'producer responsibility' such that through 'full net cost recovery' Councils are no longer paying for these wastes.

#### 16. Should producers obligated under a DRS be:

- a. Exempt from obligations under the reformed packaging producer responsibility system for the same packaging items?
- No.
- b. Also obligated under the reformed packaging producer responsibility system for the same packaging items?
  - No.

#### c. Other (please explain)

Yes - We believe any DRS should be fully integrated into a wider EPR scheme.

### d. I don't know/I don't have enough information *N/A*.

The possibility of creating loopholes and/or double-obligations appears too great in such a multi-faceted new regime, and the best way to avoid this risk would appear to have all such schemes run by a single body.

# 17. If producers were obligated under both a DRS and a reformed packaging producer responsibility system for the same packaging items, how could we effectively ensure that they would not be unfairly disadvantaged by a 'double charge'?

arc21 believes that all such schemes should be run by a single body to minimise both the double-charging risk and the possibility of creating compliance loopholes.

If the two schemes are not run by a single body the DMO will need to be fully linked to the EPR scheme, this could be done through shared representation across both schemes.

### 18. Do you agree that the DMO should be responsible for meeting high collection targets set by government?

Yes - But there needs to be sufficient feedback loops (targets or financial instruments/measures) to ensure individual producers have every incentive to improve their own environmental performance. The targets should be published on a regular basis and set out responsibilities & accountabilities for meeting such targets.

### 19. Should the DMO also be responsible for meeting high recycling targets set by government?

Yes - But there needs to be sufficient feedback loops (targets or financial instruments/measures) to ensure individual producers have every incentive to improve their own environmental performance.

However the ongoing statutory role for councils, both collection & disposal functions needs to be taken into account to prevent unintended consequences of different bodies "chasing target materials" such that the costs to society are not minimised.

### 20. Should unredeemed deposits be used to part-fund the costs of the DRS system?

No - Unredeemed deposits should not go back to the DMO in a way that then subsidises the cost of compliance to the DMO and producers. Rather they should be used as a contribution to ensuring Councils' costs of managing these items, including collection, treatment and disposal, are fully covered under FNCR principles.

### 21. If unredeemed deposits are not used to part-fund the costs of the DRS system, do you agree they should be passed to government?

No - Unredeemed deposits should not go back to Government. They should be used as a contribution to ensuring Councils' costs of managing these items, including collection, treatment and disposal, are fully covered under FNCR principles.

### 22. Do you have alternative suggestions for where unredeemed deposits could be allocated?

Yes - Unredeemed deposits should be used as a contribution to ensuring Councils' costs of managing these items, including collection, treatment and disposal, are fully covered under FNCR principles.

#### 23. If the scheme is managed by the DMO, which of the following bodies should be represented on the management board:

a. Industry (drinks producers)?

Yes.

b. Government?

Yes.

c. Trade associations representing those hosting return points (e.g. retailers, small shops, transport hubs)?

Yes.

d. Companies representing those hosting return points (e.g. retailers, small shops, transport hubs)?

Yes.

#### e. Other (please specify)

Yes - Councils, as we manage a large proportion of these items, and although we expect to manage a declining proportion, we will continue to have an interest from the litter and wider public health points of view.

Northern Ireland's public perception is that it is the councils have a major and significant role to protect and be accountable for the local environment and amenity, and as such Northern Ireland council representation is key.

### 24. Should there be government involvement in the set-up/running of the DMO body?

Yes – The Government must remain the primary body to ensure the EPR targets are met. The Government may discharge its delivery responsibilities through a DMO and its regulatory responsibilities through the Environment Agencies, but arc21 cannot see how the Government will not be involved in the set-up/running of any DMO. 25. Do you agree with the government's proposals that a DMO would:

a. Advise government on the setting of the deposit level/s *Yes.* 

b. Set producer/importer fees Yes.

c. Be responsible for tracking deposits and financial flow in the DRS – and ensuring those running return points are paid the deposits they refund to consumers

Yes, and be accountable for the funds.

d. Set and distribute the handling fees for return points *Yes.* 

e. Be responsible for ensuring that there are appropriate return provisions for drinks containers in place, and that these are accessible? *Yes.* 

f. Be responsible for maintenance of reverse vending machines (RVMs) and provision of bags/containers to those running manual return points Yes.

g. Own the material returned by consumers *Yes.* 

h. Reimburse those transporting returned drinks containers to recyclers/counting/sorting centres – and manage these contracts

Yes.

i. Fund counting sorting/centres – and manage the contracts for counting/sorting centres

Yes.

j. Be legally responsible for meeting the high collection targets set by government for drinks containers within scope of the DRS. *Yes.* 

k. Measure and report recycling rates to government Yes.

I. Run communications campaigns to aid consumer understanding of the DRS

Yes.

26. Do you agree with our proposed definition of a producer? Yes. – See response to Q.14

### 27. Should there be a de minimis which must be crossed for producers and importers of drinks in-scope of a DRS to be obligated to join the scheme?

We do not have enough information – especially regarding 'importers'; the financial material flow model does not reflect importers nor align with the requirements placed on the producer, both roles would need further definition.

#### 28. Should a de minimis be based on:

- a. Number of employees
  - i. If yes, how many employees?
- b. Sales figures
  - ii. If yes, what figure? The 'craft' industry e.g. beer would benefit from this, say, with a low unit sales pa, especially as the business model for most of these businesses is based on ground breaking sustainable container & waste models. arc21 do not have figures.
- c. Volume/weight of drinks put on the market iii. If yes, what volume/weight?
  - d. None of these
  - u rione of the
  - e. Other
- 29. If there is a buy back scheme for recycled materials, do you have evidence for how this could be effectively run?

No.

30. In line with the principle of full net cost recovery, the government proposes that producers would cover the set up costs of the DMO? Do you agree with this proposal?

Yes. – This is the only way for the DRS to be accepted and embraced by consumers.

### 31. Should the DMO be responsible for co-ordinating the set-up of the DRS, including buying RVMs and an IT system?

Yes. – In relation to IT systems for drinks containers in Local Authority Controlled Waste, we would hope that the DMO would supply Councils with timely tonnage data such that we can include it in our submissions to WasteDataFlow in order to fully report on the overall recycling rate in our areas. If this was not to happen, there will need to be a requirement to report data so that this information is captured in order to measure if targets are being met.

### 32. Should producers of drinks within a DRS be responsible for DRS operational costs?

Yes – This is an essential part of 'extended producer responsibility' and, as such, the costs cannot fall anywhere else without undermining EPR principles.

#### 33. Which of the following should be obligated to host a return point:

#### a. Retailers who sell drinks containers in scope

Yes. This should include online orders and delivery services (i.e. delivery vehicles should be required to find ways to take used drinks containers back).

b. Transport hubs Yes.
c. Leisure centres Yes.
d. Event venues Yes.

e. None of these No.

f. Other (please specify) No.

For a DRS to be successful, it has to be as convenient as possible for consumers to return their used drinks containers and receive their deposit back.

To this end the Government may also wish to think about a class of places which might be permitted (but **not** obliged) to host a return point. This could include educational establishments, places of worship, parks, museums, galleries, sports clubs, conference centres, car parks, etc.

#### 34. What might the impacts be on those hosting:

- (a) Reverse vending machines? Where available, please share evidence to support your view.
- (b) Manual return points? Where available, please share evidence to support your view.

Parties directly affected would better address this but we would presume that space constraints and regulatory permissions may feature in responses.

35. Are there any Health and Safety-specific implications that may be associated with hosting return points?

Parties directly affected would better address this.

36. Is there a de minimis level under which businesses who sell drinks in scope should be exempt?

Yes. See response to Q.28.

#### 139

- 37. Should a de minimis be based on:
  - a. Floor size i. If yes, what floor size?
  - b. Sales figures for drinks in scope Possibly. See response to Q.28.
    - ii. If yes, what figure?

#### c. Number of employees

Possibly. See response to Q.28. Or possibly to ensure there are enough staff who can deal with the return and storing of returned items, i.e. one staff member may not be enough, but it is for the retail sector to provide evidence.

iii. If yes, how many employees?

- d. None of these
- e. Other (please specify)
- 38. Please briefly state the reasons for your response. Where available, please share evidence to support your view.

Parties directly affected would better address this.

39. Do you have alternative suggestions for return provisions that could be used to accept the return of drinks containers? Please provide details.

arc21 would not have sufficient information to enable a meaningful response.

40. For consumers who would have difficulty returning empty drinks containers, what provisions could be put in place so that these consumers are able to return drinks containers and receive their deposit refund?

The DMO should take steps to ensure that the "rural broadband" situation is not repeated, enabling/funding Councils to provide the service could be an option, but full cost recovery would have to be formalised.

41. What provisions could be put in place for rural areas where there may be few small retail outlets spread over a wider area, in order to ensure that there are adequate return and collection facilities?

See response to Q.40.

42. Do you have evidence that would help inform us about whether there is potential for siting RVMs outdoors e.g. in parks, at existing outdoor recycling centres, on highstreets?

arc21 would not have sufficient information to enable a meaningful response.

#### 43. Should online retailers selling drinks in in-scope containers be obligated to pick up and refund DRS material?

Yes. – Otherwise the DRS would be a failure in the public views and cause more confusion, effectively setting up a two-tier system from the start. It would also support accessibility to the DRS for those who may struggle to get to normal shops, and will likely improve the customer-service offering of these online retailers.

However, this should probably only apply to those using the distribution format most commonly associated with the "home delivery" model of online grocery shopping, i.e. staff make a delivery at a pre-allocated time when the resident is at home, using a trolley and crates that they then return empty to their bespoke truck. For drinks that are sold online but distributed through postal services, the provision of a take-back scheme would not be practicable. The containers would therefore have to be able to be returned via RVMs and other return centres.

#### 44. Should there be a de minimis under which online retailers would not be obligated to pick up and refund DRS material?

No.

If yes, should a de minimis for online retailers be based on:

- a. Sales figures for drinks in scope
- b. Number of employees
- c. None of these
- d. Other (please specify)

arc21 does not have sufficient information to advise on this.

### 45. Should certain businesses which sell drinks in in-scope drinks containers host return points, e.g. pubs, hotels, cafes? Please provide details.

Yes. – It appears to arc21 that such businesses can either manage them on-site (as they probably already do for glass), or they should be helping reduce the OTG problems arising from the products they sell.

### 46. Should there be an opportunity for retailers that don't stock drinks / those who may not be obligated to provide a return point to 'opt-in'?

Yes. – This will maximise the capture and recycling of drinks containers. As at the response to Q.33 above, this could include educational establishments, places of worship, parks, museums, galleries, sports clubs, conference centres, car parks, etc.

### 47. Do you have any further views, comments or evidence in relation to retailers not already covered above?

No.

### 48. How should a DRS account for 'on-trade' sites such as bars and restaurants?

The "on-trade" is effectively a closed loop so should be an effective model for any DRS

### 49. What do you consider to be the optimum deposit level to incentivise return of drinks containers?

Please briefly state the reasons for your response. Where available, please share evidence to support your view.

The level of the deposit should be set by the DMO, so that it can be varied in the light of experience. However, it is essential that any additional costs falling to Councils from bin-raiding by people seeking to claim the deposits from other people's discarded drinks containers (from litter bins or recycling bins left out for collection) should be included in the calculation of FNCR so that producers do indeed pay the full cost of managing their wastes.

Some charities may have useful data on the extent to which their collections of textiles and/or bric-a-brac have been targeted by other people for personal profit.

Similarly, the Government may wish to test if there is accurate historic data on the relationship between scrap metal prices and the number of abandoned vehicles removed by Councils, as anecdotally such vehicles once stickered for removal would often be removed by third parties very quickly when scrap metal prices were high.

# 50. Should the deposit level be a flat rate across all drinks containers covered by the DRS?

Please see response to Q.49.

# 51. Should there be an alternative deposit level for drinks containers in a multipack, rather than each container carrying the same deposit?

No. – Multi-packs are understood by arc21 to be often used by families etc. for packed lunches, and as such should be included in all types of DRS and at the same deposit level.

### 52. How do you think deposits should be redeemed? Please tick all that apply.

a. Voucher (for deposit value, printed by the reverse vending machine or by the retail assistant at manual drop-off points)

Yes.

# b. Digitally (for example a digital transfer to a smartphone application) *Yes.*

### c. Cash

No. – So long as vouchers are very widely available, so that those who do not have reliable access to a bank account are still able to redeem their deposits rather than just face an additional cost that they may struggle to bear.

### 142

### d. Return to debit card

Yes.

# e. Option to donate deposit to charity

Yes.

### f. Other (please state)

Councils should be able to redeem drinks containers found in its street cleansing wastes and its recycling and residual waste collections. arc21 would be happy to engage in dialogue about appropriate mechanisms.

Also, arc21 is aware that in the past charities collected items such as foil milk bottle tops and newspapers as a way of fund-raising. We therefore suggest that the redemption regime should not prevent registered charities or other organised groups (e.g. schools) from collecting drinks containers and redeeming the deposits.

g. None of the above *No.* 

53. Should the DMO be responsible for ensuring that there is evidence that drinks containers have been recycled?

Yes.

54. In addition to reporting on collection rates, should the DMO also be obliged to report on recycling rates of in-scope drinks containers?

Yes.

55. How do you think transparent financial flows in a DRS could be achieved most effectively?

Regular publication of data /evidence setting out internal costs and payments to listed parties in line with public bodies.

56. Would Environment Agencies in England, Wales and Northern Ireland be best placed to monitor/enforce a DRS covering England, Wales and Northern Ireland?

If no, why and is there another body that would be better suited to perform this function?

Yes.

57. How frequently should the DMO be monitored? (This monitoring would look at, i.e., financial accounts, material flows, proof of recycling rates, setting of deposit level (if done by the DMO)) Other (please specify)

Yes. – Assuming the Government will want Councils to include DRS data from their areas in WasteDataFlow (WDF) returns, arc21 believes the DMO should be monitored quarterly (at least for tonnages), with data published in good time for Councils to be able to include the performance in WDF.

# 58. How often should producers be checked for compliance with the DRS (if compliance is obligated)?

Bi-annually, but clearly the regulator must be able to check for compliance at any time it wishes to outside of such routine checks.

59. Should enforcement focus on:

All producers.

60. Should any penalties (fines) on the DMO or producers/importers be set by the regulator appointed to monitor the DMO?

Yes.

61. Are there any points in the system which you think would be particularly susceptible to fraud? Please state.

All points have the potential, however the pinch points are in effect those where the "expenses" are paid, and the DMO needs to take this into account.

62. Which labelling/markings on drinks containers in scope would best protect against fraud?

Please select all that apply: a. Deposit value amount Yes.

b. Marking indicating inclusion in DRS Yes.

c. Existing product barcode (containing DRS information when scanned) *Yes*.

d. Other (please specify)

arc21 cannot specify, but provision must be made for Councils and their contractors in relation to drinks containers in street cleansing waste, recycling collections and/or residual waste streams.

e. None of the above No.

63. How could return via reverse vending machines (RVMs) best be protected against fraud? We are particularly interested in any evidence you may have to support suggestions.

arc21 would not have sufficient information to enable a meaningful response.

64. How could the process of manual returns best be protected against fraud? We are particularly interested in any evidence you may have to support suggestions.

arc21 would not have sufficient information to enable a meaningful response.

arc21-May2019-Page15

### 65. How could a DRS best protect against fraud across Devolved Administrations in the event of similar schemes with common underlying principles (but not one uniform scheme)?

arc21 would not have sufficient information to enable a meaningful response.

DRS Options – 'all-in' and 'on-the-go' 'All-in' option

66. Should drinks containers over a certain size, for example beer kegs and containers used for water coolers, be excluded from an all-in DRS?

We do not have enough information, but excluding such containers from the DRS would appear reasonable so long as these containers are captured under other EPR provisions, particularly producers' FNCR obligations. arc21 suggests that any such exclusions should be set in a statutory instrument so that they can be amended in the light of experience.

- 67. If drinks containers over a certain size were excluded from an all-in DRS, what should the maximum cut-off size be?
  - > 3 Litres
  - > 4 Litres
  - > 5 Litres Other

Yes. - Please see excluded items as at our response to Q.66.

Please state the reasons for your response. Where available, please share evidence to support your view.

'On-the-go' option.

68. Do you agree with our definition of 'on-the-go' as less than 750mls in size?

Yes.

69. Do you agree with our definition of 'on-the-go' as excluding multipack containers?

*No. – Multi-packs are understood by arc21 to be used by families etc. for packed lunches, and as such should be included in all types of DRS.* 

70. Based on the information above, and where relevant with reference to the associated costs and benefits outlined in our impact assessment (summarised below), which is your preferred DRS option?

arc21 has no definitive preference in terms of either option. However, on balance we feel there is merit in considering an incremental model of implementation. This may be in terms of pilot schemes and/or introducing 'on the go' initially followed by a period of evaluation to which unless it is unfavourable moving to an 'all-in' scheme.

### 71. Do you agree with our impact assessment?

No. – The funding model is a key piece of data and the current assumptions are vague and where they are stated to "un-monetised" they have never the less been given large social value in the model. In addition there may be differences in the supply chain arrangements and cost base in Northern Ireland which may impact on the assessment.

#### 72. Do you think more data is needed? If yes, please state where.

Yes – For example on household-like waste tonnages arising and on the extent and range of local authority costs to be recovered under FNCR. It is not clear how Councils can make strategic decisions with the current degree of uncertainty. In addition, further work may be required in terms of the supply chain arrangements for Northern Ireland as well as the relevant cost base.

# 73. Are there other costs and benefits which we have not covered in our impact assessment?

The whole area of unintended consequences is absent from the model & IA, especially those for Councils.

#### 74. Do you have further comments on our impact assessment? Please be specific.

No further comment.

# 75. The dual objectives of a DRS are to reduce litter and increase recycling. Do you wish to suggest an alternative model that would be more effective at achieving these objectives? If so please briefly describe it, making reference to any available evidence

arc21 believes that because of the high modelled cost of a DRS it may be appropriate to defer its introduction in order to assess if other, more economical EPR measures are sufficient to achieve the Directive's targets.

### 76. A potential option for introducing a DRS could be to start with the 'on-thego' model, and then expand/phase roll-out to 'all-in'. Do you think this would be an effective way to introduce a DRS?

Yes.

- 77. Do you think a DRS would help us to achieve these outcomes? Please briefly state the reasons for your response. Where possible, please share evidence to support your view:
  - Reduction in litter and litter disamenity (include expected % decrease where possible)

We don't know, but it is essential that any additional costs/impacts falling to Councils from the disamenity of bin-raiding by people seeking to claim the deposits from other people's discarded drinks containers (from litter bins or recycling bins left out for collection) should be included in the calculation of 'full net cost recovery' (FNCR) so that producers do indeed pay the full cost of managing their wastes. In calculating FNCR for Councils, producers should be required to make a reasonable contribution to street cleansing costs, perhaps by reference to the volume of their wastes in litter bins.

### More recycling of drinks containers in scope of a DRS, especially those disposed of 'on-the-go'

Yes in the absence of tangible evidence to the contrary

#### c. Higher quality recycling

Yes in the absence of tangible evidence to the contrary.

d. Greater domestic reprocessing capacity through providing a stable and high- quality supply of recyclable waste materials

It is not clear what "domestic reprocessing capacity" covers. i.e. UK, devolved administrations or includes the Island of Ireland but in principle, yes in the absence of tangible evidence to the contrary.

# 78. Do you think a DRS, as set out in this consultation, is necessary in helping us achieve the outcomes outlined above?

Yes in the absence of tangible evidence to the contrary.

Please briefly state the reasons for your response. Where available, please share evidence to support your view.

The incremental approach suggested in answer to Q70 would help to provide direct tangible evidence.

79. Do you think the outcomes of what we are hoping to achieve could be reached through an alternative approach?

At this stage, arc21 do not have sufficient information to provide a meaningful response.

80. Do you think an alternative approach would be a better way of achieving the outcomes?

Please explain your answer, providing evidence where available.

At this stage, arc21 do not have sufficient information to provide a meaningful response.

### Statutory local authority recycling targets in Wales

81. Are there particular local authority considerations that should be taken into account when considering whether to implement either an "all-in" or "onthe- go" model?

Not Applicable

82. Are there specific considerations associated with your local authority that DRS policy makers should consider? (Specific examples and any cost estimates, where applicable, would add value to this response).

Not Applicable.

83. What benefits and/or disadvantages can a DRS provide to your local authority?

(Specific examples and any cost estimates, where applicable, would add value to this response).

Not Applicable.

84. Are there any specific considerations associated with Councils that collect waste from designated DRS return points that we should consider? (Specific examples and any cost estimates, where applicable, would add value to this response.)

Not Applicable.

- 85. How should a DRS drive better design of packaging? Please select all that apply:
  - a. Varying producer fees that reflect the environmental cost of the products that producers are placing on the market

Yes.

b. An additional producer fee for producers using unnecessary and/or difficult to recycle packaging

Yes.

c. Other (please specify)

Yes. – In addition to the above, other fee structures should be possible, as seen fit by the DMO or other over-arching EPR body, in order to achieve Directive targets, subject to the regulator's consent where appropriate.

86. Who should be involved in informing and advising on the environmental cost of products? Select all that apply:

a. Government Yes.
b. Reprocessors
c. Producers Yes.
d. Councils Yes.

### e. Waste management companies

Yes.

### f. Other (please specify)

Yes. – Environmental consultants and/or academics, in order that rigorous and independent life-cycle assessments and cost-benefit analyses can be undertaken on the information provided by the above.

# 87. Do you agree or disagree with our assessment of other waste legislation that may need to be reviewed and amended?

We are unable to offer a definitive answer per se, but it may be necessary to review legislation as it would apply to retail outlets in order to ensure that they do not need to be permitted as waste transfer stations, and to understand what hygiene implications there may be, particularly in smaller shops where it may be difficult to keep returned used containers fully separate from new stock.

Clearly the Government will be looking at how it ensures imported products are managed and subjected to the same obligations as drinks containers filled in the UK. arc21 is not aware of what specific measures will be needed in this regard.

Given the Government's stated objective to reduce litter, arc21 suggests that the Government may also want to look into targeted EPR schemes for smoking-related litter and used chewing gum, as both are significant sources of litter/disamenity.

### 88. Do you have evidence to suggest that we might need to revise any other wasterelated regulations as part of introducing a DRS? Please specify.

Please see response at Q.87.

#### **Further comments**

No further comment.

#### 89. Is there anything else we should be considering related to drinks container recycling and litter reduction which has not been covered by other questions?

Government should satisfy itself that proper consideration is given to the situation in Northern Ireland with particular reference to the relationship with the Republic Of Ireland, given the locality, supply chain arrangements and other influencing aspects.



### **Consultation on Plastic Packaging Tax**

### Introduction

arc21 is a Local Government sector entity embracing six Councils located along the Eastern Region of Northern Ireland which covers approximately 33% of the land base, populated by approximately 59% of the national population and accounts for approximately 60% of the national Local Government controlled municipal waste arisings.

The establishment of arc21 together with its functionality has been enshrined in various pieces of legislation with the most recent provision being The Local Government (Constituting a Joint Committee a Body Corporate) Order (Northern Ireland) 2015.

In essence, it is primarily responsible for activities associated with the production, ongoing development and implementation of a Waste Management Plan for the arc21area.

The six Constituent Councils of arc21 are Antrim and Newtownabbey Borough Council, Ards and North Down Borough Council, Belfast City Council, Lisburn & Castlereagh City Council, Mid and East Antrim Borough Council and Newry Mourne and Down District Council.

### Report

arc21 welcomes the opportunity to respond to this consultation and prior to answering the specific questions contained in the consultation document we would offer the following comments.

The Government has taken a conscious decision to launch this consultation in conjunction with three other consultations of which two are applicable to Northern Ireland i.e. Consultation on Reforming the UK Packaging Producer Responsibility System and Consultation on introducing a Deposit Return Scheme in England, Wales and Northern Ireland. arc21 understand this was a conscious decision in view of the strategic linkage between the consultations. This was reinforced at various events attended during the consultation period including the multi sector event held in Belfast on 12 March 2019.

The tax has been described as the "pull mechanism" with the Reform of the Packaging Producer Responsibility being the "push" mechanism to address the issue of plastic packaging. If the proposed measures are introduced it will be important to ensure the balance between the "pull" and "push" mechanisms are appropriate and can be easily rebalanced if required. Government may wish to consider if the proposed arrangements are appropriate and future proofed to enable it be easily rebalanced or if this could be better achieved by alternative arrangements such as combining measures into one discrete arrangement such as the Packaging Producer Responsibility Reform package to achieve the overarching environmental benefits.

If Government proceeds with a tax, arc21 would advocate that all the funds received are clearly and transparently utilised consistent with the measures associated with the Packaging Producer Responsibility Reform in each of the devolved administrations and with particular reference to the role of Councils.

Finally, given the linkage with the other measures and the devolved administration's role and responsibility in such it would be helpful if any subsequent economic assessment contains costs pertinent to each devolved administration area.

In the context of the tax being introduced, arc21 would respond to the specific questions as follows.

### Questions

1 What is your name?

arc21

2 What is your email address?

info@arc21.org.uk

- 3 Which best describes you? (Please tick only one option. If multiple categories apply to you please choose the one which best describes you and which you are representing in your response.)
  - Business representative organisation/trade body
  - Packaging designer
  - Packaging manufacturer / converter
  - Product manufacturer / pack filler
  - Distributor
  - Retailer
  - Waste Management Company
  - Reprocessor
  - V Local government
  - Community group
  - Non-governmental organisation
  - Charity or social enterprise
  - Consultancy
  - Academic or research
  - Individual
  - Other

If you answered 'Other' above, please provide details.

#### 4 Please provide any further information about your organisation or business activities that you think might help us put your answers in context.

arc21 is a Local Government sector entity embracing six Councils located along the Eastern Region of Northern Ireland which covers approximately 33% of the land base, populated by approximately 59% of the national population and accounts for approximately 60% of the national Local Government controlled municipal waste arisings.

The establishment of arc21 together with its functionality has been enshrined in various pieces of legislation with the most recent provision being The Local Government (Constituting a Joint Committee a Body Corporate) Order (Northern Ireland) 2015.

In essence, it is primarily responsible for activities associated with the production, ongoing development and implementation of a Waste Management Plan for the arc21area.

The six Constituent Councils of arc21 are Antrim and Newtownabbey Borough Council, Ards and North Down Borough Council, Belfast City Council, Lisburn & Castlereagh City Council, Mid and East Antrim Borough Council and Newry Mourne and Down District Council.

#### 5 Would you like your response to be confidential? If yes, why?

No.

# 6 Do you agree with the government's suggested approach to defining plastic in scope of the tax?

Yes, using the definition in the draft Directive on Single-Use Plastics which references Article 3(5) of Regulation (EC) No 1907/2006, is justifiable. Clearly, this definition will need to be used carefully alongside the proposed packaging definition to ensure appropriate materials are being targeted.

Any subsequent change to the definition in the draft Directive should be considered for acceptance in the definition of plastic in the scope of the tax, so as to help ensure consistency and to reduce the prospect of confusion, dispute or subsequent legal challenge.

# 7 Do you agree with the government's suggested approach to defining packaging and packaging materials in scope of the tax?

Yes, basing the definitions of packaging and packaging materials on definitions in the Producer Responsibility Obligations (Packaging Waste) Regulations 2007, and underlying Packaging Waste Directive (94/62/EC) is justifiable as it provides clarity and consistency. This definition has also been subject to due diligence and has also been held valid for over a decade, which reduces the prospect of confusion, dispute or subsequent legal challenge. Government should test the definition for its use in this new circumstance to ensure that it supports the overall intention of the tax which is to drive markets for secondary plastic material and, in particular, increased demand for postconsumer plastic.

B Is the government's approach to components of plastic packaging consistent with the way businesses operate and packaging is created?

This question requires close consideration to the views and responses of those businesses and organisations involved directly and therefore most familiar with creating packaging with different components. From a local government perspective, we agree with the government's approach that the tax would address each component as an individual item. This should stimulate integration (horizontal and vertical) within the supply chain to rationalise this process and take account of resource use considerations. This underlines the need for the tax to be targeted at the point where it can influence initial design considerations and maximise resource efficiency benefits.

### 9 Which of the above options for defining plastic packaging for composite material items do you think works better for the purposes of the tax?

Option 2 would appear to be the best option for bringing the most 'plastic packaging' within scope. Focussing on weight would also be expected to have the benefit of evidencing and auditing mass flow analysis of mixed packing manufacturing more easily. Option 1 would generate a loophole for manufacturers to avoid the tax by lowering the plastic element by the relevant amount and, as such, is unlikely to create significant stimulus when it comes to initial design considerations.

Again, close consideration should be given to the views and responses of those businesses and organisations involved directly as convertors to help ensure that the option selected is optimal and capable of sector wide adherence, scrutiny and challenge.

### 10 Do you think alignment with the reformed Packaging Producer Responsibility regulations is important for the purposes of the tax?

Yes, in the context that the measures contained in the tax cannot be incorporated in a new EPR regime negating a need for the tax. Accordingly, considering that with the plastics tax, DRS and a fundamentally new EPR regime, the Government is introducing a whole new range of legislative and fiscal drivers aimed at creating, developing and supporting circular economic models. Alignment is preferable for consistency and to reduce the prospect of confusion, dispute or subsequent legal challenge.

For these changes to work each of the drivers needs to be 'pushing and pulling' in the same direction such that not only do we create markets for secondary markets, but through targeting the tax at the design stage we can influence initial decision making which ultimately should also look at additional packaging modes including reusable and refillables, i.e. moving beyond a recycling / reprocessing mind-set. Ideally, alignment should be achieved by refining or expanding the definition in the Packaging Producer Responsibility regulations (PPRR) rather than weakening any definition in the tax regime. However, if that is not achievable then the tax regime should use the most precise and definitive terms required to ensure its effectiveness and ensure appropriate balance is given to burdens on business with the potential for non-compliant behaviour. Within the wider context this means the Government should not be afraid to move away from absolute alignment with the PPR regulations if the advantages of doing so still result in drivers that also work with the wider changes noted above.

# 11 Do you agree with the government's suggested approach to defining recycled content for the purposes of the tax?

Yes, subject to the relevant regulatory apparatus being in place we should be looking to support chemical recycling as one of a number of recycling options. Including chemically recycled plastic and other innovative recycling processes in the same category as mechanically recycled plastic will prevent fraud and abuse and will incentivise innovation. It will also make it easier for consumers to make choices across products with claims about origins of recycled content – as there would be no differentiation. Furthermore due to foreseeable increased demand for recycled content it may be a necessary requirement (possibly in the medium to longer term and particularly if the threshold is increased at a later date) to allow exemption to the tax by helping ensure there is enough recyclable content.

Using the ISO standard 14021:2016 appears an attractive solution, as it is international standard with clear definitions this means product claims would be consistent across borders and across requirements and could help more easily address issues on the import of products.

The Government's preferred position is to include pre and post-consumer plastics as part of the recycled content measure. The risk in this approach is that in order to meet the 30% threshold manufacturers prioritise the use of pre consumer 'waste plastics' generated in the manufacturing process which by their nature will be cleaner and more readably useable compared to post consumer sources. The consequence of this will be a failure to drive demand for post-consumer plastics. Critical to this point will be the need to understand how much pre consumer plastic is already utilised, as well as how much could be utilised in order to properly understand what, if any, changes in manufacturing behaviour would be stimulated by the tax.

In terms of concerns about encouraging wasteful manufacturing processes, by the inclusion of pre-consumer material as well as post-consumer material in the definition of recycled content, it is worth bearing in mind that unless the tax rate per tonne is higher than the cost of raw product per tonne then this approach would foreseeably drive up the cost of products, as raw material is a cost and evidence already secured shows a clear preference for new, rather than recycled plastic as the vast majority of plastic packaging is currently made from new plastics.

#### 12 Are there any environmental or technical reasons to consider excluding any particular ways of recycling plastic?

No. If there is an environmental concern about any alternatives ways of recycling plastic that would be controlled or prohibited through other mechanisms, e.g. permitting or planning regulations. To exclude ways of recycling plastic creates an uneven playing field and may hamper innovation and deprive business of opportunities.

However, as the tax is also liable on products imported to the UK which may contain recycled content derived in lower regulatory environments careful consideration should be given to any processes where there is genuine grounds for concern, however to adopt a differentiation approach that would apply to material derived from other countries may open up the opportunity for waste crime and fraud in a way that would be hard to identify or prevent.

It is worth considering that such a regime could lead to plastics recycling sourced from mining old closed landfills that contain waste with a high content of heavier plastics, this may or may not be considered a desirable consequence but it is one that would be controlled by other regulatory processes and plastic content recycling from this route should not be discounted as a matter of course.

### 13 Is there any way that the proposed approach to defining recycled content could encourage unintended consequences, such as wasteful manufacturing processes?

We find it hard to believe that modern manufacturing businesses would be wasteful to the point suggested in the question as this would result in increased costs and therefore lost profit. However, under the context of definitions to be included in the final legislative instrument(s) it is important for the Government to ascertain what extent manufacturing businesses already recycle pre consumer plastics that arise as waste from manufacturing.

A worst case scenario would be a business producing plastic packaging with manufacturing processes that 'waste' 31% of their initial raw material input which is then recycled into the next manufacturing run. By simply changing how they document their processes such a business could claim to be meeting the threshold and pay no tax which in turn makes no contribution to stimulating markets for post-consumer plastics. One possible approach to address such concerns could be to specify a minimum post-consumer plastic content in similar fashion to how glass PRNs are split between remelt and aggregate.

Not directly linked to this part of the consultation but it is worth considering that where the regime applies to complex packaging, to minimise or avoid the effect of the taxation regime some producers could seek to reduce plastic content in a way that reduces the effectiveness or lifespan of packaging, thereby creating a risk that it would lead to increases in waste. A similar unintended consequence could arise from joint and several liability where alternatives to plastic usage are adopted in parts of a supply chain to reduce exposure to the risk of having to pick up costs. These possibilities are worthy of consideration but as consumers would influence producers decisions through their choices it is likely that these types of outcome would be limited in time and extent. As stated in response to question 12 it is worth considering that such a regime could lead to plastics recycling sourced from mining old closed landfills that contain waste with a high content of heavier plastics, this may or may not be considered a desirable consequence.

14 Do you agree with the government's preferred approach of a single threshold, and why? If not, what alternative would be better, and what are the risks associated with this? Please explain your answer and provide any supporting information and evidence.

Yes, a single threshold for all plastic packaging helps ensure a level playing field between manufacturers of different types of plastic and packaging would make the tax simpler for businesses to administer and minimise compliance risks and furthermore would make it easier for consumers to make choices across products making claims about content. This approach will help introduction of the tax and post implementation reviews can always make refinements as necessary based on evidence and experience.

However, detailed consideration should be given to the merit of setting higher thresholds and a mechanism for establishing them (e.g. existing average evidenced content plus 30%) on packaging products where it is demonstrably the case that higher levels than the single threshold being considered are already being reached to ensure that the regime provides a stretch incentive across the sector. This would be a more targeted variation of Option 2 'Setting different thresholds for different types of products' as the principles of its application would be driven by clear association with the recycled content rather than for different types of products.

As an alternative to either a single threshold or multiple bands, serious consideration should be given to the use of and a mechanism for the application of an appropriate tax on all and any virgin material content. One benefit of this approach is that it would incentivize and drive all manufacturers towards continued increases in recycled content in a way which a single threshold does not, as a single threshold is only effective up to the level it is set. Another benefit is that it incentivizes increased recycled content whether the starting position for the recycled content of a packaging product is high, medium or low in a way that is more refined than use of multiple tax bands and without the complications and burdens on business that multiple bands would bring or the additional complexity and administration that setting different thresholds for different types of products would bring; it would also remove the need to revisit thresholds or band rates in the future.

# 15 Assuming a single threshold, do you agree with a 30% threshold for recycled content and why?

Yes, we agree and the 30% figures reflect the current target set by the UK Plastics Pact. Based on evidence received that the vast majority of plastic packaging is currently made from new, rather than recycled plastic, 30% is a clearly defined and memorable stretch target that can be understood by consumers, converters and those through the supply chain and if it is readily achieved it can be increased further to incentivise change. The purpose of the tax is to change behaviour as part of an upwards evolution in our manufacturing, resource use and waste management processes which result in a much better overall stewardship of plastics in general. To achieve this the burden that the tax representatives has to result in genuine consideration at the design of stage of how to design plastic packaging to minimise exposure to the tax as well as look at reusable and refillable alternatives.

The risk of different thresholds is that design / manufacturing efforts become focused on moving to lower tax rate alternatives as opposed to meeting and exceeding the 30% threshold. However, within this we also think there needs to be 'pull driver' in the form of rewards for recycled contents that go significantly beyond the 30% thresholds. For example to encourage ongoing development and innovation in this area for business that can deliver 40% and 50% recycled content levels there should be some form of motivational reward, i.e. reductions in VAT rates for example which will become available to the UK once we have left the European Union.

### 16 Are there any products for which it would be very challenging to increase the level of recycled content, and why? If so, please outline the effect of a tax on production decisions and consumption of these items.

Because it may be a challenge, or in some instances prohibited to include recycled content, should not mean that relevant products should be exempt of tax or attract a lower rate. Applying tax to these items will help justify the development of alternatives where possible, guide consumers to more sustainable alternatives and generate income which can be deployed in ways to offset the effect of raw material consumption in those products or further incentivize the recycling of those products or other items and thereby more generally increase recycled plastic content, e.g. innovation and research funding.

17 Are there any products for which the use of recycled plastic is directly prohibited in packaging? If yes, please provide details on these products stating the relevant legislation and industry standards as well as the effect of a tax on production decisions and consumption of these items.

We have no information that would enable us to provide a meaningful response. We would suggest that should not mean that relevant products should be exempt of tax or attract a lower rate in line with our reasoning to Q.16.

18 What evidence is currently held by liable manufacturers and importers on the levels of recycled content in their plastic packaging and how it might be able to meet the requirements of identifying recycled content levels?

We have no information that would enable us to provide a meaningful response.

19 If you are an importer of unfilled plastic packaging or plastic packaging material, what information do you hold on the recycled content? What controls or assurance do you have over the accuracy of this information? How might you influence the level of recycled plastic content?

We have no information that would enable us to provide a meaningful response.

### 20 Do you agree with the government's suggested approach of setting a flat rate per tonne of a plastic packaging product? Why?

Yes, we agree.

Charging a flat rate per tonne appears preferable, is easier to measure, evidence and audit and is more likely to drive innovative design away from new plastic content. To keep the regime easy to enforce and administer and for easier understanding by consumers the flat rate should apply across all polymer types and all products whether they can include recycling content easily or not or where recycled content may be prohibited.

Aligning with the general approach used in the PPR Regulation will also make administration of the tax easier. It will make analysis of how well drivers from the plastics tax, DRS and EPR are aligned easier as well. A simple and transparent approach will aid introduction of the tax and will leave scope for evolving the tax as evidence accumulates with experience of its implementation.

### 21 Do you agree with the proposed points at which domestic or imported products would be liable for the tax? If not, at what point in the supply chain do you think the tax point should be and why?

Yes, we agree although issues around imported packaging should be monitored closely at implementation as interpretations may vary. Clarity in communicating how the tax works will be in important.

The proposed points seem logical and in the case in plastic packaging manufacture with multiple stages, we support option 2 which is consistent with the tax point for imported packaging. Consideration should be given to the views and responses of those businesses and organisations involved directly and therefore most familiar the logistics required for the regime to work effectively without creating an excessive burden or system that could be open to abuse and fraud.

22 Are there any situations where the proposed tax points would be administratively, practically or legally difficult? Please explain any adaptions that might be necessary.

We have no information that would enable us to provide a meaningful response.

23 If you are a business that produces or imports plastic packaging, how much of your yearly production, in tonnes, would you expect to be liable for the tax?

We have no information that would enable us to provide a meaningful response.

24 Do you provide (manufacture or import) plastic material which could be used as packaging without knowing the final use of the product? Is this a common occurrence?

We have no information that would enable us to provide a meaningful response.

# 25 Would you support extending joint and several liability for UK production, and for imports?

Yes, this level of accountability strengthens the taxation regime, reduces opportunity for fraud and evasion and would elevate the degree of due diligence and quality of data reporting through a supply chain although this would be at an additional cost. Through the supply chain joint and several liability may have the added benefit of encouraging joint working and the development of alternatives to plastic usage to reduce exposure to the risk of having to pick up costs or of reducing the liability where a part of a supply chain collapses.

However, there is a risk that where supply chain processes collapse the burden could then fall on companies that are not financially strong enough to meet the cost at a point where it becomes due, particularly if a liability is accrued and then passed on in full. Therefore to protect small businesses an appeal fund could be used that was ring fence funded from the tax income generated and principles for its application established.

### 26 Please outline any issues in relation to routine wastage or spillage that may have an impact on the tax liability.

Neither routine wastage nor spillage should affect tax liability. Such exemptions would create loopholes and may allow abuse and or tax evasion. Applying tax in these situations would incentivize waste reduction and spillage prevention.

As noted above it is important in design of the tax to understand to what extent plastics that become waste in the manufacturing cycle are themselves recycled. Minimal levels are to be expected and should not impact on the objectives of the tax. However, if such recycling levels are already in the region of the 30% content threshold then the tax in such circumstances will do little to drive demand for postconsumer plastics. As such the Government may need to specify minimum percentages for the use of post-consumer plastics that contribute to the overall 30% threshold.

### 27 Do you agree with the government's initial proposal that the tax at import should only apply to unfilled packaging? If not, what would the effects be? What alternative would you prefer and how would it work?

No, we remain to be convinced that the tax at import should only apply to unfilled packaging as this would seem to leave UK manufacturers at an unfair disadvantage. There is a risk to UK based businesses of a shift towards importing products that would previously have been produced in the UK, so that they could be imported pre-packaged and thereby gain a competitive advantage by avoiding a tax. To address this we would urge the Government to include within the enabling legislation that after a certain date, i.e. a sufficient lead time to allow commercial conversations to take place, UK importers of such goods will not be allowed to import finished goods in packaging that doesn't contain 30% recycled content.

# 28 Do you agree with the government's suggested approach for crediting exports?

Yes, the approach presented in the consultation appears to be justifiable. However, greater merit should be given to the views and responses of those businesses and organisations involved directly with exports and therefore most familiar with the practical and cost considerations.

### 29 Do you foresee any difficulties in providing appropriate records to demonstrate that packaging has been exported?

Yes, a change of this scale across a sector in relation to a new burden is foreseeably going to generate difficulties and those are best articulated by businesses and organisations involved directly with exports and therefore most familiar with the practical and cost considerations.

### 30 Do you agree that the government should seek to exclude small operators? If yes, what would the risks be if the government did not do this?

Yes, this seems reasonable but at a level much lower than the current producer responsibility packaging regulations de minimis.

If Government did not exclude small operators this would, amongst other things, increase the likelihood of small and specialist and niche businesses failing, of agglomeration of small companies and buy outs leading to the prospect of regional biases for processes developing, mean that issues of joint and several liability may put too large a potential burden on small businesses that would have to secure bonds or allocate resources to address a risk, stifle the innovation that many small companies bring by eroding at their margins to a disproportionate effect thereby restricting funds for product development and growth.

Safeguards should be put in place to prevent deliberate fragmentation of the supply chain as a means to fall within the de minimis threshold. An alternative would be to set a lower rate of tax to such organisations so they are at least exposed to the same drivers for behavioural change. However, we do recognise that risks around fragmentation in pursuit of lower tax liabilities would still be an issue for the Government to address.

### 31 Would Option 1a, Option 1b or Option 2 best meet the government's objective of excluding small operators from the tax whilst ensuring the tax has a strong environmental rationale?

It appear that Options 1b is preferable from the perspective of protecting small businesses as it takes in to account not just the volume of material but also the turnover, this is the approach used in the Packaging Producer Responsibility system which means it is tried and tested in principle, so any lessons learned from that process should be factored in to decisions made on the approach to relief from this tax. However, this does require another type of information to be provided, i.e. financial, which introduces an additional burden to those participating and administering the regime and introduces the possibility of accounting methods being used to gain tax relief.

32 What factors should the government consider when setting a threshold (either on volume or turnover) or a relief? Do you have any suggestions for appropriate levels? If so, please provide an explanation for why you believe this is appropriate.

Full alignment with any changes made to the Packaging Producer Responsibility system in relation to businesses annual turnover and handled tonnes of packaging a year should be considered. This consistency across a sector makes it easier to ensure that any future changes across government are also made in a joined up way as is being achieved through the concurrent consultations in 2019.

33 Would having a de minimis create any significant risks to the effectiveness of the tax at import (including, but not limited to, treatment of multiple imports from the same exporter/manufacturer/brand owner)? If yes, please provide evidence and suggest any additional legislative or operational countermeasures.

It does create a risk which could be significant if it is not regulated and audited, however it may be the case that the lower the de minimis the lower the chance of this happening becomes, because the additional burden of significant disaggregation / fracturing of an operating entity or supply chain would in itself introduce additional burdens that would probably not outweigh any perceived gain of tax avoidance.

34 Do you anticipate any risks or issues that would arise from introducing a de minimis that aren't explored above? Please provide details.

We have no information that would enable us to provide a meaningful response.

35 Do you agree that the registration and reporting requirements outlined are appropriate? If not, please specify why.

Yes, the way the approach is presented in the consultation appears to be justifiable.

36 Please provide details of the estimated one-off costs for registering with HMRC.

We have no information that would enable us to provide a meaningful response.

37 Please provide details of the expected one-off and on-going costs of completing, filing, and paying the return.

We have no information that would enable us to provide a meaningful response.

### 38 Is the government's suggested approach to compliance proportionate and appropriate? If not, please outline any scenarios that you anticipate may require bespoke compliance powers or penalties?

The description provided appears proportionate and appropriate at strategic level but as there is no detail it is not possible to say how effective the system would be in delivering on those principles at this stage.

Powers of inspection, sampling and auditing of suppliers of raw materials and suppliers of recycled plastic should be provided for, so that where there are concerns and / or issues in dispute analyses can be performed at a chemical level to justify or disprove claims.

Consideration should also be given for a frequency of inspection and/ or audit proportionate to the scale of the operation to prevent fraud at scale, albeit that this detail may well feature in the forthcoming technical consultation. These are themes that should probably feature in the technical consultation that will follow.

Finally and in common with the arc21 responses on DRS and EPR, the Government needs to ensure that any additional regulatory burden arising from these proposals is adequate resourced in terms of both skills set and capacity.

### 39 Are our anti-abuse proposals sufficient to tackle the risk of fragmentation (abuse of the de minimis or universal relief) from UK based plastic producers?

Yes, from the way the case is presented it appears so, unless there are concerns within HMRC on the effectiveness of the 'connected persons' principle as applied in other parts of the taxation regime. The lower the de minimis the lower the chance of fragmentation becomes, because the additional burden of significant disaggregation / fracturing of an operating entity or supply chain would in itself introduce additional burdens that would probably not outweigh any perceived gain of tax avoidance.

### 40 Is our approach regarding assuring the accuracy of declared recycled content appropriate? If not, please share any other suggestions you may have.

It is stated that 'It may be less straightforward to evidence the level of recycled content in imported plastic packaging' and that will be exactly the case and HMRC needs to further consider ways of ensuring the compliance of importers, including the option of using UK based agents for non-established taxable persons. It may be that those operators and organisations closest to this part of the process will provide helpful responses to the consultation, if that isn't the case or there is conflicting views HMRC should consider working with focus groups to get a deeper understanding of issue and the merit of differing solutions. In lieu of an alternative and as yet undefined approach arc21 supports the idea that a lack of appropriate document should result in the tax being applied. However, as with all Government initiatives to support the enabling legislation the Government will need to undertake a comprehensive information and education programme to make sure that all relevant businesses and trade organisations within the packaging / manufacturing sector are well aware of the changes including when the tax is first due.

We would further suggest that such comms initiatives are rolled out well in advance to signpost how the tax will work so that relevant business can start to consider and implement the necessary changes well in advance.

### 41 Do respondents believe that using UK based agents for non-established taxable persons may help support compliance?

Yes, it may. However, to remove potential for fraud by UK based agents representing non-UK established taxable persons the regime would have to be highly controlled and regularised and penalties for breaches would have to be onerous.

### 42 Are there any further compliance risks that have not been addressed in this chapter, please provide details?

The compliance risk of substitute materials (i.e. fraudulent introduction to the system of materials as 'recycled' when they are derived of virgin material and have just been processed) has not really been addressed in terms of how such cases would be proved one way or another.

Also changes of recycled content with time and over a tax year are likely and yet not really addressed. For example to avoid a tax cost for a year recycled content could be ramped up in one period of that year in products that would then be substandard and could then be sold on (possibly at minimal or nil cost) for disposal or even bought as a fuel.

These issues need to be addressed in how regulation and enforcement of the tax is delivered.

### 43 If you are a business, what is your annual turnover?

We have no information that would enable us to provide a meaningful response.

### 44 Are you currently obligated under the Packaging Producer Responsibility system?

We have no information that would enable us to provide a meaningful response.

# 45 If you manufacture or handle plastic packaging, which sector(s) do you provide it to?

We have no information that would enable us to provide a meaningful response.

46 If you manufacture or handle plastic packaging, can you please provide an overview of the types of plastic packaging products as well as the tonnages and the levels of recycled content in each? Do you expect this to change over the next 5 years?

We have no information that would enable us to provide a meaningful response.

47 If you manufacture or handle plastic packaging, how much of this packaging is produced domestically, exported and/or imported?

We have no information that would enable us to provide a meaningful response.

48 If you process or handle recycled plastic, do you export or import any? If so, how much, and where from/to?

We have no information that would enable us to provide a meaningful response.

49 If you manufacture plastic packaging, can you please provide an overview of the prices of some of your plastic packaging products. Can you also provide information on how these costs break down according by material costs, labour costs, other operating costs and profit?

We have no information that would enable us to provide a meaningful response.

50 If you manufacture or handle plastic packaging, can you please describe how plastic packaging prices fluctuate? How much do prices vary, and what are the main causes, e.g. fluctuations in exchange rate, oil and other commodity prices, etc.?

We have no information that would enable us to provide a meaningful response.

51 If you manufacture or handle plastic packaging, how long does it take you (in months) to increase the recycled content of your product? What factors are important in determining this length of time?

We have no information that would enable us to provide a meaningful response.

52 If you manufacture or handle plastic packaging, would the tax incentivise you to speed up any current plans to increase recycled content? To what extent? How quickly?

We have no information that would enable us to provide a meaningful response.

53 If you manage waste, how long would it take you to set up the systems required to supply more plastic waste for recycling/recycle more plastic? How much could you produce?

Councils collect plastics at either the kerbside and or at Recycling Centres and or via bring banks in various combinations. To supply more plastic for recycling via these routes would currently be an extra financial burden for local authorities involving additional costs including collection, processing and communications costs.

Not all plastics are currently targeted for recycling due to the impracticalities of dealing with them or the lack of sustainable and viable markets, meaning systems change would be required at a fundamental level which does require a strong connection with the possible changes to producer packaging responsibility and the significant increase in funding provided to councils.

54 If you manufacture plastic packaging, how would the tax affect the amount and price of product you produce? In cases where you weren't able to increase recycled content, would you pass the price of the tax down the supply chain?

We have no information that would enable us to provide a meaningful response.

55 Is there anything else you would like us to note about how your business operates and how you think it would be impacted by the tax?

We have no information that would enable us to provide a meaningful response.

56 Unless already covered in your responses to other questions within this document, is there anything else you would like us to note about the impact of the tax, especially any potentially adverse impacts on groups with protected characteristics?

If councils are left to pick up any additional burdens as a consequence of a tax regime without adequate funding then any changes could indirectly affect any group with protected characteristics where any council is then forced to make consequential decisions about funding services due to their reduced ability to continue funding existing services to groups with protected characteristics.

Report to:	Neighbourhood (NS) Committee
Date of Meeting:	19 June 2019
Subject:	Sustainability & Climate Change Forum
Reporting Officer:	Roland Moore, Director: Neighbourhood Services (NS)
Contact Officers:	Michael Lipsett, Director: Active & Healthy Communities (AHC) Eoin Devlin, Assistant Director: Health & Wellbeing (AHC) Johnny McBride, Assistant Director: Waste Management (Acting) (NS)

1,0	Purpose and Background		
1.1			
2.0	Key issues		
2.1			
2.2	It is recommended a new Elected Member forum be established to allow suitable consideration of issues relating to Sustainability, Climate Change, the Circular Economy, Energy Management and our Coastal environment.		
2.3	Subject to the agreement of Members, this Forum will replace the work of other Working Groups and Fora that existed in the previous Council term, including:		
	<ul> <li>Sustainable Development and Climate Change Standing Forum;</li> <li>Strategic Waste Working Group; and</li> <li>Marine Task Force.</li> </ul>		
2.4	Members are asked to note that, due to the collaboration between the AHC and NS Directorates concerning these issues, an identical report along with terms of reference will be tabled at both Committees in June 2019.		
3.0	Recommendations		
3.1	<ul> <li>Members are asked to consider and agree to the recommendation to;</li> <li>Establish a Sustainability &amp; Climate Change Forum; and</li> <li>Agree to the recommended Terms of Reference.</li> </ul>		

4.0	Resource implications	
4.1	There are no additional resource implications arising from the establishment of this Forum.	
5.0	Equality & Good Relations Implications	
5.1	There are no equality or good relations issues 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	

### Sustainability & Climate Change Forum

### -DRAFT TERMS OF REFERENCE-

### Scope

- The Sustainability and Climate Change Forum ("the Forum") shall be responsible for leading on the development and implementation of the Sustainability agenda in Newry, Mourne & Down District Council ("the Council"), including giving regard to matters of Sustainability, Climate Change, Energy Management and the strategic management of the District's waste and making appropriate recommendations to Council for action.
- It will do this by:
  - i. Developing the Council's Corporate Strategy on Sustainability and Climate Change and monitoring the delivery of this strategy;
  - ii. Promoting and embedding sustainability across all Council operations;
  - Developing Circular Economy actions including strategic actions affecting the District's waste;
  - iv. Overseeing the Council's energy efficiency and renewable energy programme;
  - Identifying measures which will have a positive impact on the Coastal environment of the District; and
  - vi. Providing local representation to any relevant Marine & Coastal Fora

### Membership

To ensure a single Council approach to the development and implementation of the Sustainability agenda, the Forum shall be appointed from within the membership of the Full Council.

The Forum shall be comprised of the following representatives from each of the following recognised Political Groupings on Council (Sinn Fein, SDLP, UUP; DUP and ALL / IND), as follows:

- Sinn Fein x 2 representatives
- SDLP x 2 representatives
- UUP x 1 representative
- DUP x 1 representative
  - ALL / IND x 1 representative

# 168

### Term

The Forum shall be established for four (4) years in accordance with the lifetime of the Full Council. Members shall be appointed to sit for the duration of this term.

### Chairperson

A Chairperson shall be nominated by the Members at the first meeting to fulfil the role for a full calendar year. In the absence of the Chairperson at any subsequent meeting, the role should be appointed from the Members present.

### Meetings

All Meetings of the Forum shall be governed by the Standing Orders of the Council and the Code of Conduct for Councillors.

The Forum shall meet on a quarterly basis and in accordance with a schedule of Meetings to be agreed at the inaugural Meeting.

Members of the public shall not be permitted to attend Meetings of the Forum.

### Reporting

The Action sheet of the Forum will be reported at both the Active & Healthy Communities and Neighbourhood Services Committees.

Officers will prepare papers with recommendations on required actions for the consideration of the relevant Council Committee.

### Agenda, Reports & Action Sheet

All agenda, reports and action sheets of the Forum shall be circulated to all forty-one (41) Members of the Council.

### Officer Support

Primary officer support shall be provided by the Director of Neighbourhood Services and the Director of Active & Healthy Communities.

Additional Officer support shall be provided by other relevant Council Officers.

Report to:	Neighbourhood Services (NS) Committee
Date of Meeting:	19 June 2019
Subject:	Temporary Closure of Bann Road (Castlewellan) Household Recycling Centre (HRC)
Reporting Officer:	Johnny McBride, Assistant Director: Waste Management (Acting)
Contact Officer:	Liam Dinsmore, Head of Waste Processing & Enforcement

For	Decision X For Noting Only		
1.0	Purpose & Background		
1.1			
2.0	Key Issues		
	Mourne Triathlon		
2.1	Following a risk assessment by the organisers of the Mourne Triathlon, a request has been received to close the facility for a limited period of time due to potential health and safety risks for participants, as well as for users of the facility.		
2.2	It is therefore recommended Members agree to the request to temporarily close the facility between 09.45 to 11.45 on Saturday, 24 August 2019 to facilitate The Mourne Triathlon.		
3.0	Recommendations		
3.1	<ul> <li>Members are asked to consider and agree to the recommendation to:</li> <li>Temporarily close the Bann Road (Castlewellan) HRC between 09.45 to 11.45 on Saturday, 24 August 2019 to facilitate The Mourne Triathlon.</li> </ul>		
4.0	Resource Implications		
4.1	There are no resource implications arising from this report.		
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		
	• None		

### Back to Agenda

# 170

# arc21 JOINT COMMITTEE 28 March 2019

### 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 3 - Minutes of Joint Committee Meeting 038 held on 28 February 2019

### For approval

The Joint Committee's approval is sought for the minutes of the meeting held on 28 February January 2019.

### Item 4 - Matters Arising

### Item 5 - Chief Executive Position

### For approval

The Acting Chief Executive, Mr Ricky Burnett, has informed the Joint Committee of his intention to retire and the Joint Committee now needs to take measures that will lead to a new Chief Executive being appointed.

The present interim Senior Management Team arrangements are subject to a further review at the end of August 2019 and Mr Burnett has agreed to remain in post until that time, extending his contractual notice period of three months, in order to facilitate a new appointment process.

Given the short time frame involved it is important that the process of recruiting a new Chief Executive gets under way as quickly as possible to ensure that the strategic leadership, which is essential to successfully deal with the significant challenges being faced in the waste sector in Local Government, is maintained.

The Joint Committee is asked to authorise the Chair to enter into discussions with Council Chief Executives with a view to achieving the appointment of a new Chief Executive.

171

# arc21 JOINT COMMITTEE 28 March 2019

# 'IN COMMITTEE' ITEMS - COMMERCIALLY CONFIDENTIAL

Item 6 - Minutes of Joint Committee Meeting 038 held on 28 February 2019 held 'in committee'

### For approval

The Joint Committee's approval is sought for the minutes of the meeting held on 28 February 2019 'in committee'.

### Item 7 - Matters Arising

### Item 8 - Residual Waste Treatment Project

### For noting

**Planning Application** – On Tuesday 19 March 2019, voluntary further environmental information was submitted to the Department for Infrastructure (Strategic Planning Division) to update arc21 RWT project's planning application to develop waste treatment infrastructure at Hightown Quarry since it was last considered by the planners immediately prior to them issuing the 'green form' planning permission in September 2017.

The Joint Committee is asked to note the report.

### Item 9 - Municipal Waste Disposal Contracts

### For approval

The Municipal Waste Disposal Contracts for Lots 1 and 2 commenced in April 2016 and were due to finish on 31 March 2019. Following approval by the Joint Committee a short extension to each of the Contracts, of 3 months, has been implemented using the Extended Term provision contained in the contract. As a contingency it is requested that the Acting Deputy Chief Executive is given delegated authority to extend the contract by up to a further three months should that option be required.

In addition, subject to the evaluation being completed, permission is sought to release the tender recommendation to Councils to enable their governance processes to commence prior to Joint Committee consideration in June 2019.

The Joint Committee is asked to approve the recommendations in the report.

# arc21 JOINT COMMITTEE 28 March 2019

Back to Agenda

172

Item 10 - Contract for Receipt, Bulking and Transfer of Mixed Dry Recyclables for Newry, Mourne and Down District Council - verbal report for noting

Item 11 - MRF Contract - verbal report for noting

### OUT OF COMMITTEE & RETURN TO MAIN AGENDA

### Item 12 - Contracts and Performance Update

### For noting

Organic waste delivered in February 2019 increased by 9% in comparison to February 2018.

Two rejected loads delivered into Organics delivery sites in February 2019.

MRF tonnages in February rose by 3.8% compared with February 2018.

The Landfill Contract Extension has been implemented.

The Joint Committee is asked to note the report.

### Item 13 - AOB

Next Meeting: Thursday 25 April 2019 to be hosted by Ards and North Down Borough Council

# 173

### ITEM 3 ARC21 JOINT COMMITTEE Meeting No 038 Hosted by Newry, Mourne and Down District Council MINUTES Thursday 28 February 2019

### **Members Present:**

Alderman A Carson Alderman R Gibson (Deputy Chair) Alderman J Tinsley Councillor R Wilson Councillor D O'Loan (Chair) Councillor G Craig Councillor D Curran

#### Members' Apologies:

Councillor N Kelly Councillor M Magill Councillor S Ross Councillor A Cathcart Councillor G Milne Councillor J Bunting Councillor M Collins Councillor O Gawith Councillor L Poots Councillor B Adger Councillor W Clarke

#### **Officers Present:**

R Burnett G Craig *(Secretary)* H Campbell K Boal B Murray D Carey R Moore

#### **Officers' Apologies:**

J Green G Girvan D Lindsay N Grimshaw H Moore P Thompson Ards and North Down Borough Council Ards and North Down Borough Council Lisburn & Castlereagh City Council Mid and East Antrim Borough Council Mid and East Antrim Borough Council Newry, Mourne and Down District Council Newry, Mourne and Down District Council

Antrim and Newtownabbey Borough Council Antrim and Newtownabbey Borough Council Antrim and Newtownabbey Borough Council Ards and North Down Borough Council Belfast City Council Belfast City Council Belfast City Council Lisburn & Castlereagh City Council Lisburn & Castlereagh City Council Mid and East Antrim Borough Council Newry, Mourne and Down District Council

arc21 arc21 arc21 arc21 Belfast City Council Mid and East Antrim Borough Council Newry, Mourne and Down District Council

#### arc21

Antrim and Newtownabbey Borough Council Ards and North Down Borough Council Belfast City Council Lisburn & Castlereagh City Council Mid and East Antrim Borough Council

### Item 1 - Conflicts of Interest Statement

The Chair read out the Conflicts of Interest Statement. There were no conflicts noted.
Action: Noted

### Item 2 - Apologies

Apologies were noted.

Item 3 - Minutes

The minutes of the Joint Committee meeting 037 held on 31 January 2019 were agreed. Action: Agreed

### Item 4 - Matters Arising

Page 7 - Risk Management Assurance: Mr Craig advised the meeting that as suggested he had raised Members' concerns at the recent Audit Committee in relation to the level of independent assessment of risk management. He reported that the general views of the Audit Committee was that in the current environment the risk assurances provided were adequate, but should a significant risk issue arise arc21 would, in any case, not hesitate to take the appropriate action necessary to manage that risk including engaging with an external advisor should it be deemed necessary.

Action: Noted

The Chair advised Members that the meeting would now go In Committee, which was proposed and seconded accordingly.

### In Committee

Matters of a confidential and commercially sensitive nature were discussed under these agenda items.

Following discussion on the commercially sensitive matters, the Chair advised Members that the briefing would now return to the main agenda but whilst 'in committee' there were six matters discussed as follows:

Item 5 - Minutes of Joint Committee Meeting 037 held on 31 committee'	January 2019 'in Action: Agreed
Item 6 - Matters Arising	Action: Noted
Item 7 - Senior Management Interim Arrangements	Action: Agreed
Item 8 - MRF Contracts	Action: Agreed

Action: Noted

### Item 9 - Extension to the Contract for the Loading, Haulage and Transfer of Residual Municipal, Co-mingled Dry Recyclable, Organic, Street Sweeping and Bulky Wastes - Lots 1 and 2 Action: Agreed

Item 10 - Bring Sites Tender Report

Action: Agreed

### Out of Committee

The Chair advised Members that the meeting would now return to the main agenda, which was agreed.

### Item 11 - Contracts and Performance Update

Ms Boal presented a report to advise the Members on the prevailing monthly situation pertinent to the operational performance of the service and supply contracts.

A summary of the key discussions is replicated as follows:

- Organic waste delivered in January 2019 increased by 16% in comparison to January 2018.
- Two rejected loads delivered into Organics delivery sites in January 2019.
- Tonnages delivered to the MRF were slightly higher than those delivered in January 2018.
- Bring Tonnage increased by 8.4% in comparison to January 2018 to give a contract high of 1,129 tonnes for combined glass, cans, textiles and paper collections.

Following discusion the Joint Committee agreed to note the report.

Action: Noted

Karen Smyth, Head of Policy & Governance, Northern Ireland Local Government Association, joined the meeting for the presentation at Item 12.

### Item 12 - Important Packaging Consultations

Mr Burnett presented a PowerPoint presentation to advise Members on 4 consultations recently issued by Defra and the Treasury which included the following:

- 1. Reforming the UK Packaging Producer Responsibility Scheme (PPRS)
- 2. Introducing a Deposit Return Scheme in England, Wales and Northern Ireland (DRS)
- 3. Consistency in Household and Business Recycling Collections in England (CHBRC)
- 4. Plastic Packaging Tax (PPT)

He reported that numbers 1, 2, & 4 related to NI and No 3 related to England only, however they were all cross-referenced and therefore it was important to consider them all in the responses.

He advised Members that a multi sector conference entitled, 'Unpacking the Extended **Producer Responsibility and Deposit Return Consultations'**, was being organised on Tuesday 12 March at Belfast Metropolitan College, Titanic Campus, Belfast, in conjunction with CIWM, DAERA plus others, and encouraged all to attend.

Ms Smyth thanked the Committee for allowing her to join the meeting and advised that she would be working closely with all Councils in relation to developing a corporate NILGA response.

Action: Noted

### Item 13 - AOB

There was no other business discussed.

Action: Noted

### Item 14 - Next Meeting

The Chair advised that the next scheduled meeting of the Joint Committee was due to be held on Thursday 28 March 2019 at 10.30am and hosted by Antrim and Newtownabbey Borough Council. It was noted that there may however be difficulties with Member's attendance at the March and April meetings due to the forthcoming local elections but that the meetings would remain on the scheduled dates until advised otherwise.

Action: Noted

Date: \_\_\_\_\_ Chairman:

# arc21 JOINT COMMITTEE 25 April 2019

Back to Agenda

### 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 3 - Minutes of Joint Committee Meeting 039 held on 28 March 2019

### For approval

The Joint Committee's approval is sought for the minutes of the meeting held on 28 March 2019.

### Item 4 - Matters Arising

### **Item 5 - Chief Executive Position**

### For approval

At the Joint Committee meeting held on 28 March 2019 Members authorised the Chair to commence the process of recruiting a replacement for the current Acting Chief Executive.

This process involved engaging with Council Chief Executives and, as agreed, a letter from the Chair was issued to them together with a comprehensive information pack setting out the context of the position as well as a range of potential options for consideration.

All Chief Executives have responded to the letter. The Chief Executives recognised the need for continued leadership in arc21 and that any decision should take into account the current status of the Strategic Review of Waste Management across Northern Ireland and the as yet unknown potential implications of same for the role and the Joint Committee.

Given the continuing strategic review of waste management in Northern Ireland there was support for a continuation of interim senior management arrangements, at this stage, rather than make a permanent Chief Executive appointment.

In terms of recruitment options, five of the Chief Executives favoured a temporary arrangement being put in place, based on either Option 3 (Secondment) or Option 4 (Fixed Term), for a two-year period with the potential to extend for a further year.

The other Chief Executive confirmed that the matter had been discussed at Committee and, subject to full approval on 29 April 2019, recommended that the issue is presented to the Members of the new arc21 Joint Committee after the elections so they can take a decision on the recruitment options listed.

# arc21 JOINT COMMITTEE 25 April 2019

Back to Agenda

Members are asked to consider the responses from Council Chief Executives and decide if consideration and agreement on the recruitment options should be deferred for review by the new arc21 Joint Committee when it is formed after the elections or if the decision on the recruitment options should be taken by the current Joint Committee.

The current interim senior management arrangements in place take us up to 31 August 2019, but Members are asked if it would be appropriate to now consider, in light of the need to replace the Acting Chief Executive, extending those arrangements further and make them, for example, coterminous with the term of appointment offered to the new Chief Executive to ensure that the level of support to the Joint Committee, and the new Chief Executive when appointed, is maintained with the minimum of disruption.

Members are reminded that the Local Government Staff Commission is the body which provides human resources and organisational development advice to Local Government in Northern Ireland including carrying out the recruitment exercise for Chief Executives and other Senior Officers.

Advice, as to how to proceed with such a recruitment, has been sought from the Local Government Staff Commission and, Lorna Parsons, Director – Recruitment and Diversity, at the Staff Commission will be in attendance to set out the process in more detail for Members.

### 'IN COMMITTEE' ITEMS - COMMERCIALLY CONFIDENTIAL

Item 6 - Minutes of Joint Committee Meeting 039 held on 28 March 2019 held 'in committee'

### For approval

The Joint Committee's approval is sought for the minutes of the meeting held on 28 March 2019 'in committee'.

### Item 7 - Matters Arising

### Item 8 - Residual Waste Treatment Project

#### For noting

**Planning Application** – On Tuesday 19 March 2019, voluntary further environmental information was submitted to the Department for Infrastructure (Strategic Planning Division) to update arc21 RWT project's planning application to develop waste treatment infrastructure at Hightown Quarry since it was last considered by the planners immediately prior to them issuing the 'green form' planning permission in September 2017.

# arc21 JOINT COMMITTEE 25 April 2019

Back to Agenda

**Community Liaison** – At the request of some residents the Acting Project Director attended a meeting to discuss the project's planning application.

The Joint Committee is asked to note the report.

Item 9 - Municipal Waste Disposal Contracts - verbal report for approval

Item 10 - MRF Contract - verbal update for noting

Item 11 - Bring Bank Service Contract - Lot 1 Mixed Glass

### For approval

A recommendation to award the Bring Bank Service Contract – Lot 1 Mixed Glass was made to the Joint Committee in March 2019. Members will be aware that the price had increased from the rates applicable to the previous contract. A discussion with the contractor has recently taken place and a proposal has been put forward by them to reduce the rates. Consideration has been given to the proposal and a recommendation is being proposed.

The Joint Committee is asked to approve the recommendation

### **OUT OF COMMITTEE & RETURN TO MAIN AGENDA**

### Item 12 - Contracts and Performance Update

### For noting

Organic waste delivered in March 2019 increased by 6% in comparison to March 2018.

Three rejected loads delivered into Organics delivery sites in March 2019.

Tonnage from the legacy Down Council is now being delveiered to deliveries to Regen.

Landfill Tax increased to £91.35 per tonne from 1<sup>st</sup> April 2019.

The Joint Committee is asked to note the report with the exception of Section 6 where a recommendation for approval in relation to a contract variation process is requested.

## 180

# arc21 JOINT COMMITTEE 25 April 2019

### Item 13 - Packaging Consultations

### For approval

At the time of this report, the development of responses to the three comprehensive consultations is being informed through ongoing liaison with other bodies. The purpose of the liaison is to ensure, where appropriate, consistency with the wider ranging Local Government perspective.

The Joint Committee is asked to endorse the approach to the development of the arc21 response and to authorise the Chief Executive to submit a response consistent, where appropriate, with the wider ranging local government sector.

### Item 14 - arc21 Customer Survey 2018/19

### For noting

The annual arc21 Customer Survey was undertaken in April 2019 and the results are provided for information.

The Joint Committee is asked to note the report.

### Item 15 - AOB

Next Meeting: Provisionally Thursday 30 May 2019, subject to Council nominations to the new Joint Committee, to be hosted by arc21 in Belfast Castle

## 181

## ITEM 3 ARC21 JOINT COMMITTEE Meeting No 039 Hosted by Antrim and Newtownabbey Borough Council MINUTES Thursday 28 March 2019

### **Members Present:**

Alderman A Carson Alderman R Gibson (Deputy Chair) Councillor N Kelly Councillor M Collins Councillor O Gawith Councillor B Adger Councillor D O'Loan (Chair) Councillor G Craig Councillor D Curran

#### Members' Apologies:

Councillor M Magill Councillor S Ross Councillor A Cathcart Councillor G Milne Councillor J Bunting

Councillor J Tinsley Councillor L Poots Councillor R Wilson Councillor W Clarke

### **Officers Present:**

G Craig (Secretary) J Green K Boal M Laverty T Walker W Muldrew S Holgate R Moore

#### **Officers' Apologies:**

R Burnett H Campbell G Girvan D Lindsay N Grimshaw Ards and North Down Borough Council Ards and North Down Borough Council Antrim and Newtownabby Borough Council Belfast City Council Lisburn & Castlereagh City Council Mid and East Antrim Borough Council Mid and East Antrim Borough Council Newry, Mourne and Down District Council Newry, Mourne and Down District Council

Antrim and Newtownabbey Borough Council Antrim and Newtownabbey Borough Council Ards and North Down Borough Council Belfast City Council Belfast City Council

Lisburn & Castlereagh City Council Lisburn & Castlereagh City Council Mid and East Antrim Borough Council Newry, Mourne and Down District Council

arc21 arc21 arc21 Antrim and Newtownabbey Borough Council Belfast City Council Lisburn and Castlereagh Borough Council Mid and East Antrim Borough Council Newry, Mourne and Down District Council

#### arc21 arc21

Antrim and Newtownabbey Borough Council Ards and North Down Borough Council Belfast City Council H Moore P Thompson Lisburn & Castlereagh City Council Mid and East Antrim Borough Council

### **Item 1 - Conflicts of Interest Statement**

The Chair read out the Conflicts of Interest Statement. There were no conflicts noted. Action: Noted

### Item 2 - Apologies

Apologies were noted.

Action: Noted

### Item 3 - Minutes

The minutes of the Joint Committee meeting 038 held on 28 February 2019 were agreed. Action: Agreed

### Item 4 - Matters Arising

There were no matters arising from the minutes.

Action: Noted

#### Item 5 – Chief Executive Position

The Chair presented a report informing Members that the Acting Chief Executive had gave notice that he intended to retire on 31 August 2019.

The Chair sought approval from the Joint Committee to authorise him to now start a process that would lead to the appointment of a new Chief Executive, including:

1 engaging with Council Chief Executives to seek their views on the way forward; and

2 seeking the necessary professional advice required to undertake an appointment process.

### Action: Agreed

The Chair took the opportunity to pay a glowing tribute to Ricky and his outstanding contribution to the Joint Committee since its formation and the esteem in which he is held by Members.

Members of the Joint Committee concurred with the comments made by the Chair and also took the opportunity to express their gratitude for the expertise and substantial contribution Ricky had made to the organisation.

### Action: Noted

The Chair advised Members that the meeting would now go In Committee, which was proposed and seconded accordingly.

### In Committee

Matters of a confidential and commercially sensitive nature were discussed under these agenda items.

Following discussion on the commercially sensitive matters, the Chair advised Members that the briefing would now return to the main agenda but whilst 'in committee' there were six matters discussed as follows:

Item 6 - Minutes of Joint Committee Meeting 038 held on 28 Fe committee'	bruary 2019 'in Action: Agreed
Item 7 - Matters Arising	Action: Noted
Item 8 – Residual Waste Treatment Project	Action: Noted
Item 9 – Municipal Waste Disposal Contracts	Action: Agreed
Item 10 - Contract for Receipt, Bulking and Transfer of Mixed Dry Newry, Mourne and Down District Council	Recyclables for Action: Noted

### Item 11 - MRF Contract

### **Out of Committee**

The Chair advised Members that the meeting would now return to the main agenda, which was agreed.

### Item 12 - Contracts and Performance Update

Ms Boal presented a report to advise the Members on the prevailing monthly situation pertinent to the operational performance of the service and supply contracts.

A summary of the key discussions is replicated as follows:

- Organic waste delivered in February 2019 increased by 9% in comparison to February 2018
- Two rejected loads delivered into Organics delivery sites in February 2019
- Promotional opportunities including compost material used at Royal Portrush Golf Club
- Tonnages delivered to the MRF contract rose by 3.8% compared to February 2018
- Landfill Contract Extension has been implemented

Following discusion the Joint Committee agreed to note the report.

Action: Noted

Action: Agreed

### Item 13 - AOB

There was no other business discussed.

Action: Noted

### Item 14 - Next Meeting

The Chair advised that the next scheduled meeting of the Joint Committee was due to be held on Thursday 25 April 2019 at 10.30am and hosted by Ards and North Down Borough Council.

It was noted that as the next meeting was very close to the date for the local government elections (to be held on 2 May 2019) there was the possibility of difficulties with Member's attendance but that the meeting would remain on the scheduled date unless advised otherwise.

Action: Noted

Date:

Chairman:

## 185

# arc21 JOINT COMMITTEE 30 May 2019

## 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 - Welcome and Presentation to the New Committee

Presentation by the senior staff of arc21.

Item 2 - Annual General Meeting

Election of Chair and Deputy Chair.

### Item 3 - 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 4 - Apologies

## 'IN COMMITTEE' ITEMS - COMMERCIALLY CONFIDENTIAL

**Item 5 - Chief Executive Position** 

### Nominations being sought

At the Joint Committee meeting held on 25 April 2019, Members agreed to commence the recruitment process for the replacement of the current Acting Chief Executive on a Secondment basis for an initial period of two years with the option to extend this for a further year.

The Joint Committee also agreed to follow the guidance received from the Local Government Staff Commission in terms of Best Practice for the recruitment of senior posts together with the proposed timetable for the recruitment process as outlined by Lorna Parsons, the Director – Recruitment and Diversity at the Staff Commission, who attended the April meeting.

# arc21 JOINT COMMITTEE 30 May 2019

186

Ms Parsons pointed out that the Code of Procedures on Recruitment and Selection for this post requires the elected Members of the Joint Committee to be involved in the shortlisting panel, the interviewing panel and ultimately make the decision on the appointment.

Members will note that the recruitment process has now started with a Trawl being sent out, on 20 May 2019, to Local Government organisations in Northern Ireland.

The proposed timetable for the next stages of the process are as follows:

- Appointment of Members to sit on the Shortlisting and Interviewing Panels 30 May
- Training for Panel members 6 June
- Closing date for the receipt of applications 10 June
- Shortlisting 11 June
- Interviews 19 June

The Joint Committee is asked to nominate Members to be involved in the recruitment process. It is suggested that six Members in total, one from each Participant Council, should represent the Joint Committee on the recruitment panels. In accordance with the Code of Procedures, the Joint Committee should ensure representation from both genders and both main communities.

The Joint Committee is asked to nominate the Chair, Deputy Chair and one other Member to sit on the shortlisting panel.

The Joint Committee is also asked to nominate an additional three Members to sit on the interviewing panel, joining the three Members previously nominated to sit on the shortlisting panel.

### **OUT OF COMMITTEE & RETURN TO MAIN AGENDA**

Item 6 - Minutes of Joint Committee Meeting 040 held on 25 April 2019

### For approval

The Joint Committee's approval is sought for the minutes of the meeting held on 25 April 2019.

Item 7 - Matters Arising

## 187

## arc21 JOINT COMMITTEE 30 May 2019

## Item 8 - Establishment of and Nominations to Audit Committee

### Nominations being sought

The Joint Committee is asked to establish a new Audit Committee to oversee the governance, finance and risk management arrangements of the organisation.

Nominations for Members to serve on the Audit Committee will be sought.

## 'IN COMMITTEE' ITEMS - COMMERCIALLY CONFIDENTIAL

Item 9 - Minutes of Joint Committee Meeting 040 held on 25 April 2019 held 'in committee'

### For approval

The Joint Committee's approval is sought for the minutes of the meeting held on 25 April 2019 'in committee'.

Item 10 - Matters Arising

#### Item 11 - Residual Waste Treatment Project

### For noting

**Planning Application** - Responses from the eleven statutory consultees to DfI Strategic Planning Division's selected to be sent the further voluntary environmental information package have started to be returned. Seven responses have been received so far.

**Freedom of Information** - A decision notice from the Information Commissioners Office (ICO) was received on 9 May 2019 in relation to a complaint received about arc21 withholding information requested to be released in 2017. No action is required.

Community Liaison - Information being provided as requested by residents.

The Joint Committee is asked to note the report.

# arc21 JOINT COMMITTEE 30 May 2019

## Item 12 - Commercially Sensitive Contracts Issues

### For approval

An update is provided on the latest activities in terms of the proposed variation to the arc21 Organic Waste Treatment Service Contract.

Members are asked to note the extension that was made in the current MRF contract until July 2019 and to approve a further months' extension taking the Expiry Date to 31 August 2019 whilst further consideration is given to the legal challenge to the award of the new contract for the Lot covering five of the arc21 Councils.

Members are asked to note the extension to the Municipal Waste Disposal Contract and to approve the recommendation in respect of the Contract for the Loading, Haulage and Transfer of Residual Co-Mingled Dry Recyclable, Organic, Street Sweeping and Bulky Waste - Lot 2.

## **OUT OF COMMITTEE & RETURN TO MAIN AGENDA**

### Item 13 - Contracts and Performance Update

### For noting

Organic waste delivered in April 2019 increased by 25% in comparison to April 2018.

All Councils received bagged compost for compost giveaways and promotions during Compost Awareness Week, 5<sup>th</sup> - 11<sup>th</sup> May 2019.

Overall the tonnages delivered to the MRF's were slightly higher than during the same period last year.

The Joint Committee is asked to note the report.

# arc21 JOINT COMMITTEE 30 May 2019

## For noting

Copies of the responses for all three consultations are attached for information.

The Joint Committee is asked to note the report.

Item 15 - AOB

Next Meeting: Thursday 27 June 2019, hosted by Belfast City Council at Malone House, Shaw's Bridge, Belfast

## <u>190</u>

## ITEM 6 ARC21 JOINT COMMITTEE Meeting No 040 Hosted by Ards and North Down Borough Council MINUTES Thursday 25 April 2019

### **Members Present:**

Alderman A Carson Alderman R Gibson (Deputy Chair) Councillor O Gawith Councillor D O'Loan (Chair) Councillor G Craig Councillor D Curran

#### Members' Apologies:

Councillor N Kelly Councillor M Magill Councillor S Ross Councillor A Cathcart Councillor G Milne Councillor J Bunting Councillor M Collins Councillor J Tinsley Councillor L Poots Councillor R Wilson Councillor B Adger Councillor W Clarke

### **Officers Present:**

R Burnett G Craig (Secretary) H Campbell J Green K Boal T Walker H Moore P Thompson J McBride

#### **Officers' Apologies:**

G Girvan M Laverty D Lindsay N Grimshaw R Moore

### In attendance:

Lorna Parsons, Local Government Staff Commission

Ards and North Down Borough Council Ards and North Down Borough Council Lisburn & Castlereagh City Council Mid and East Antrim Borough Council Newry, Mourne and Down District Council Newry, Mourne and Down District Council

Antrim and Newtownabby Borough Council Antrim and Newtownabbey Borough Council Antrim and Newtownabbey Borough Council Ards and North Down Borough Council Belfast City Council Belfast City Council Belfast City Council Lisburn & Castlereagh City Council Lisburn & Castlereagh City Council Mid and East Antrim Borough Council Mid and East Antrim Borough Council Newry, Mourne and Down District Council

arc21 arc21 arc21 arc21 arc21 Belfast City Council Lisburn and Castlereagh Borough Council Mid and East Antrim Borough Council Newry, Mourne and Down District Council

Antrim and Newtownabbey Borough Council Antrim and Newtownabbey Borough Council Ards and North Down Borough Council Belfast City Council Newry, Mourne and Down District Council The Chair welcomed Lorna Parsons, Director of Recruitment & Diversity at the Local Government Staff Commission, to the meeting who was in attendance, to outline the proposed recruitment process for the appointment of a new Chief Executive, under Item 5.

## Item 1 - Conflicts of Interest Statement

The Chair read out the Conflicts of Interest Statement. There were no conflicts noted.
Action: Noted

## Item 2 - Apologies

Apologies were noted.

Action: Noted

## Item 3 - Minutes

The minutes of the Joint Committee meeting 039 held on 28 March 2019 were agreed. Action: Agreed

## Item 4 - Matters Arising

There were no matters arising from the minutes.

Action: Noted

## Council officers left the meeting during the following agenda item.

## Item 5 - Chief Executive Position

The Chair presented a report to update Members on the progress being made for the recruitment of a new Chief Executive following the announcement by the current Acting Chief Executive, Ricky Burnett, of his decision to retire on 31 August 2019.

He reported that at the Joint Committee meeting held on 28 March, Members authorised him to commence the process of recruiting a replacement for the current Acting Chief Executive.

This process involved engaging with Council Chief Executives and, as agreed, a letter from the Chair was issued to them together with a comprehensive information pack setting out the context of the position as well as a range of potential options for consideration.

The Chair advised that all Chief Executives had responded to the letter. The Chief Executives recognised the need for continued leadership in arc21 and that any decision should take into account the current status of the Strategic Review of Waste Management across Northern Ireland and the, as yet unknown, potential implications of same for the role and the Joint Committee.

In terms of recruitment options, five of the Chief Executives favoured a temporary arrangement being put in place, based on either Option 3 (Secondment) or Option 4 (Fixed Term), for a two-year period with the potential to extend for a further year. Given the possible impact of the ongoing strategic review of waste management the general view held was that a permanent position should not be created at this time.

The other Chief Executive confirmed that the matter had been discussed at Committee and, subject to full approval on 29 April 2019, recommended that the issue is presented to the Members of the new arc21 Joint Committee after the elections so they can take a decision on the recruitment options listed.

Members were asked to consider the responses from Council Chief Executives and decide if consideration and agreement on the recruitment options should be deferred for review by the new arc21 Joint Committee when it is formed after the elections or if the decision on the recruitment options should be taken by the current Joint Committee.

Following a lengthy debate, and taking into consideration the feedback from the Chief Executives, Members agreed to proceed with the recruitment process consistent with Option 3, Secondment, for a two year period with the potential for a further year.

Subsequently, it was also agreed that the current interim senior management arrangements in place up to 31 August 2019 be extended and be made coterminous with the term of appointment offered to the new Chief Executive to ensure that the level of support to the Joint Committee, and the new Chief Executive when appointed, is maintained with the minimum of disruption.

Members were reminded that the Local Government Staff Commission is the body which provides human resources and organisational development advice to Local Government in Northern Ireland including carrying out the recruitment exercise for Chief Executives and other Senior Officers.

Advice, as to how to proceed with such a recruitment, was therefore sought from the Local Government Staff Commission and, Lorna Parsons, Director of Recruitment & Diversity, was in attendance to set out the process in more detail for Members.

Ms Parsons provided a pack for Members detailing the proposed recruitment process including the job description and person specification, shortlisting criteria, format for interviews, schedule for trawl, recruitment timetable, panel membership, panel training and the role of the professional assessor.

She advised that it was proposed to advertise the position in week commencing 20 May by way of internal local government trawl with the intention of then holding interviews on 19 June in order to try to have the successful candidate in place as soon as possible thereafter.

She discussed the makeup of both the shortlisting and interviewing panels and outlined the guidance which recommended the number of elected Members that would be expected to be on the panels along with the Chairperson and Chief Executive of the Local Government Staff Commission, and an independent professional assessor.

She advised that the Chair of the Joint Committee and two other Members be on the shortlisting panel and that around three to five more Members be added to sit on the interviewing panel, together with the other external representatives. In addition Ms Parson stated that substitutes could be nominated and pointed out that all panel Members would receive training on the process.

Ms Parsons confirmed that it was the elected Members on the panels who would be the decision makers for the appointment.

Following discussion, Members suggested that one representative from each Council, to include the Chair and Deputy Chair, be represented on the panels.

Following discussion, Members agreed to proceed with this process and timetable and the representatives are to be agreed once the new Joint Committee is formed in May.

Action: Agreed

The current Acting Chief Executive asked Members to note that as a contingency measure the Strategic Investment Board (SIB) - who have been supporting arc21 with staff resources for the residual waste treatment project - have in principle agreed to provide support of senior staff for an interim period should the appointment of a replacement arc21 Acting Chief Executive via a secondment prove problematical. The basis of such support would have to be agreed at the time if such an eventuality came about.

The Chair thanked the SIB for this generous offer which potentially provides a useful backstop if required. He also noted the Deputy Acting Chief Executive would be there to provide some cover in the role for a period.

### Action: Noted

#### Lorna Parsons left the meeting and the Council Officers returned.

The Chair advised Members that the meeting would now go In Committee, which was proposed and seconded accordingly.

### In Committee

Matters of a confidential and commercially sensitive nature were discussed under these agenda items.

Following discussion on the commercially sensitive matters, the Chair advised Members that the briefing would now return to the main agenda but whilst 'in committee' there were six matters discussed as follows:

Item 6 - Minutes of Joint Committee Meeting 039 held on 28 March 2019 'in committee' Action: Agreed

Item 7 - Matters Arising Action: Noted

Item 8 - Residual Waste Treatment Project

Action: Noted

Item 9 - Municipal Waste Disposal Contracts	Action: Agreed
Item 10 - MRF Contract	Action: Noted
Item 11 - Bring Bank Service Contract – Lot 1 Mixed Glass	Action: Agreed

### Out of Committee

The Chair advised Members that the meeting would now return to the main agenda, which was agreed.

### Item 12 - Contracts and Performance Update

Ms Boal presented a report to advise the Members on the prevailing monthly situation pertinent to the operational performance of the service and supply contracts.

A summary of the key discussions is replicated as follows:

- Organic waste delivered in March 2019 increased by 6% in comparison to March 2018.
- Three rejected loads delivered into Organics delivery sites in March 2019.
- Tonnage from the legacy Down Council is now being delveiered to Regen.
- Landfill Tax increased to £91.35 per tonne from 1<sup>st</sup> April 2019.

In relation to section 6 of the report a recommendation was presented on the Loading, Haulage and Transfer of Residual Municipal, Co-Mingled Dry Recyclable. Organic, Street Sweeping and Bulky Wastes – Lot 2.

Ms Boal reported that, as a result of a recent tendering exercise by Mid and East Antrim Borough Council, a variation may be required in respect of the above contract to account for a combination of increased tonnage and a change in delivery point in respect of one of the material streams, effective from 1 July 2019.

Given the implementation date it may be necessary to make a decision regarding the variation before the next Joint Committee meeting takes place to enable appropriate Council governance processes to be completed and to afford the contractor the time to implement the change.

It was recommended that should a variation to the Contract for Loading, Haulage and Transfer of Residual Municipal, Co-Mingled Dry Recyclable, Organic, Street Sweeping and Bulky Waste be required that delegated authority be given to the Acting Chief Executive to approve on behalf of the Joint Committee.

Following discussion Members agreed to endorse the recommendation and note the rest of the report.

Action: Agreed

## **Item 13 - Packaging Consultations**

Mr Burnett presented a report to update the Joint Committee on progress with responses to the current consultation on packaging.

He reported that at the time of this report, the development of responses to the three comprehensive consultations was being informed through ongoing liaison with other bodies. The purpose of the liaison is to ensure, where appropriate, consistency with the wider ranging local government perspective. He advised that the arc21 response should be completed by end of April.

He noted that further consultations are likely to come out towards the latter part of the year with proposals on the finer detail.

He recommended that the Joint Committee endorse the approach to the development of the arc21 response and to authorise the Acting Chief Executive to submit responses consistent, where appropriate, with the wider ranging local government sector. The responses finally submitted would be reported back to the Joint Committee.

Following discussion Members agreed to adopt this recommendation.

Action: Agreed

## Item 14 - arc21 Customer Survey 2018/19

Mr Burnett presented a report to advise the Joint Committee on the results of the annual arc21 Customer Survey which had been undertaken in April 2019.

He noted that there had been a slight reduction in satisfaction levels which was probably due to the change in personnel, the uncertain strategic direction of the organisation and a reduction in internal resources, but that the comments as always are very beneficial in consideration of improving the service to Councils.

He thanked all Members and Officers who had taken the time to complete the questionnaire.

Following discussion Members agreed to note the report.

### Action: Noted

### Item 15 - AOB

### Waste Management Plan Process

Mr Burnett provided an update on the WMP process.

He advised that there had been discussions at a senior officer level amongst the 11 Councils with regards to the potential for the Plan to cover all the 11 Councils and, although this would not be without challenges, discussions were still ongoing as there was a desire and wish to progress this from all concerned and further updates will be provided to the Joint Committee as these develop.

Action: Noted

## Last Meeting of current Joint Committee before Local Government Elections

As this was the final meeting of the Committee before the Local Government Elections, scheduled to take place on 2 May, Councillor Declan O'Loan advised the meeting that he would not be standing again and therefore would be stepping down as Chair of the Joint Committee. He advised of his personal pleasure in carrying out the role and thanked the Members and Officers for all their support and commitment during his tenure and wished the organisation every success in the future.

A series of speeches ensued from all the Members present thanking the Chair for his positive contribution.

Action: Noted

### Item 16 - Next Meeting

The Chair advised that the next scheduled meeting of the Joint Committee was due to be held on Thursday 30 May 2019 and hosted by arc21 in Belfast Castle. However due to the forthcoming elections and the nominations of the new Council representatives to the Joint Committee, this meeting may be rescheduled and Members will be notified accordingly.

Action: Noted

Date:

Chairman: