



April 14th, 2022

**Notice Of Meeting**

You are invited to attend the Neighbourhood Services Committee Meeting to be held on **Thursday, 21st April 2022 at 6:00 pm** in **Boardroom Monaghan Row Newry** and via **Microsoft Teams**.

**Committee Membership for 2021-2022**

- Cllr. K Owen (Chair)
- Cllr. A Finnegan (Deputy Chair)
- Cllr. T Andrews
- Cllr. P Brown
- Cllr. C Casey
- Cllr. W Clarke
- Cllr. D Curran
- Cllr. O Magennis
- Cllr. G Malone
- Cllr. H McKee
- Cllr. K McKeivitt
- Cllr. D Murphy
- Cllr. M Ruane
- Cllr. G Stokes
- Cllr. D Taylor

# Agenda

**1.0 Apologies and Chairperson's remarks.**

**2.0 Declarations of “Conflict of Interest”.**

**3.0 Action Sheet of the Neighbourhood Services Committee Meeting held on 23 March 2022. (Attached).**

[📄 NS Action Sheet - 23 March 2022.pdf](#)

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## *Facilities Management and Maintenance*

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**4.0 Review of Translink’s Ulster in Bloom entries 2021 and submission of entries for 2022. (Attached).**

[📄 4. Report & Appendix - Review of Ulster in Bloom entries 2021 and submission of entries for 2022.pdf](#)

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**5.0 Update on the development of the Council's Tree Strategy. (Attached).**

[📄 5. Report Update on the development of the Council Tree Strategy.pdf](#)

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[📄 5. Appendix 1 Draft Action Plan for developing a Council Tree Strategy.pdf](#)

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**6.0 Bus Shelter Applications for Crossgar and Killyleagh. (Attached).**

[📄 6. Report - Bus Shelter application for Downpatrick St Crossgar and Killyleagh.pdf](#)

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[📄 6. Appendix 1 Report on Bus Shelter Requests Killyleagh - Crossgar.pdf](#)

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**7.0 Trial of Solar Lights at Council Bus Shelters. (Attached).**

[📄 7. Report - Trial of Solar Lights at Bus Shelters.pdf](#)

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**8.0 Vegetation growth within Aughrim River at the events space, Kilkeel. (Attached).**

[📄 8. Report Vegetation growth within Aughrim River at the Events Space Kileel.pdf](#)

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[📄 8. Appendix 1 Photographs of Aughrim River Kilkeel.pdf](#)

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## Waste Management

### 9.0 Compost Week 2022. (Attached).

[9. Report - Compost Week 2022.pdf](#)

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### 10.0 Response to DAERA Consultation: Digital Waste Tracker. (Attached).

[10. Report Response to DAERA Consultation - Mandatory Digital Waste Tracking.pdf](#)

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[10. Appendix Response to DAERA Consultation - Mandatory Digital Waste Tracking.pdf](#)

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### 11.0 Keep Britain Tidy - Chewing Gum Clean-Up Fund - expression of interest. (Attached).

[11. Report - Keep Britain Tidy Chewing Gum Clean-Up Fund - Expression of Interest.pdf](#)

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## Exempt Information Items

### 12.0 Replacement of safety tiles with wet pour surfacing in various Council Play Areas. (Attached).

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

[12. Report on replacement of safety tiles with wet-pour surfacing in various Council Play Areas.pdf](#)

Not included

### 13.0 Various issues concerning the Events Space, Kilkeel. (Attached).

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

[13. Report Various Issues concerning the Events Space, Kilkeel.pdf](#)

Not included

[13. Appendix 1 Site boundary of Council land at the Square Kilkeel.pdf](#)

Not included

[13. Appendix 2A Drawings of statue to be erected in the Events Space Kilkeel.pdf](#)






Not included

[Item 13 - Appendix 2B.pdf](#)

Not included

## **14.0 Proposed Phase 2 extension to Kilbroney Municipal Cemetery. (Attached).**

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

 <b>14. Report Update on Phase 2 extension to Kilbroney Municipal Cemetery.pdf</b>	<b>Not included</b>
 <b>14. Appendix 1A - Kilbroney Municipal Cemetery drawing Option A.pdf</b>	<b>Not included</b>
 <b>14. Appendix 1B - Kilbroney Municipal Cemetery cost estimate for Option A.pdf</b>	<b>Not included</b>
 <b>14. Appendix 2A - Kilbroney Municipal Cemetery drawing Option B.pdf</b>	<b>Not included</b>
 <b>14. Appendix 2B - Kilbroney Municipal Cemetery cost estimate and value engineering assessment for Option B.pdf</b>	<b>Not included</b>



## **15.0 Business Case for Christmas Illuminations Replacement Programme. (Attached).**

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

 <b>15. Report - Business Case Christmas Illiminations Replacement Programme.pdf</b>	<b>Not included</b>
 <b>15. Appendix- Business Case Christmas Illiminations Replacement Programme.pdf</b>	<b>Not included</b>

## **16.0 Business Case for the transport of leachate from the Council's Closed Landfill sites. (Attached).**

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

 <b>16. Report - Business case for the removal of leachate from closed landfill sites.pdf</b>	<b>Not included</b>
 <b>16. Appendix Business Case for transport of Leachate from Closed Landfill sites.pdf</b>	<b>Not included</b>

## **17.0 Business Case for replacement Hook-Lift Vehicles.**

## **(Attached).**

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

📎 **17. Report - Business case for replacement Hook Lift Vehicles.pdf** **Not included**

📎 **17. Appendix - Business case for replacement Hook Lift Vehicles.pdf** **Not included**

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### ***FOR NOTING Items deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (NI) 2014***

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## **18.0 Council contract for legionella monitoring in Council properties. (Attached).**

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

📎 **18. Report - Council contract for legionella monitoring in Council properties.pdf** **Not included**

## **19.0 Arc21 Joint Committee Members' Monthly Bulletin dated 31 March 2022. (Attached).**

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

📎 **19. Arc21 JC Members Bulletin 31st March 22.pdf** **Not included**

## **20.0 Arc21 Joint Committee Meeting in Committee Minutes of 24 February 2022. (Attached).**

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

📎 **20. Arc 21 JC In Comm Mins 24 Feb 22.F.pdf** **Not included**

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### ***For Noting***

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## **21.0 Neighbourhood Services Directorate Scheme of Delegation.**

**(To follow).**

**22.0 Use of Herbicides across the Council Estate. (Attached).**

 *22. Report- Use of herbicides across the Council Estate 2021 & 2022.pdf* *Page 125*

 *22. Appendix 1 - Current Applied and Proposed Product Applications 2019 - 20.pdf* *Page 129*


**23.0 Deep Cleansing Update. (Attached).**

 *23. Report - Deep Cleansing Update.pdf* *Page 131*

**24.0 Arc21 Special Joint Committee Meeting Minutes of 24 February 2022. (Attached).**

 *24. Arc 21 JC Mins for noting 24 Feb 22.F.pdf* *Page 133*

**25.0 Historical Action Sheet. (Attached).**

 *NS Historic Actions Tracker Sheet (updated April 2022).pdf* *Page 137*

**ACTION SHEET ARISING FROM NS MEETING HELD ON TUESDAY 23 MARCH 2022**

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NS/030/2022	Monthly Action Sheet	<b>Action Sheet of the Neighbourhood Services Committee Meeting held on Wednesday 23 February 2022 be noted and actions removed as marked.</b>	DSO		Y
<b>FACILITIES MANAGEMENT AND MAINTENANCE</b>					
NS/031/2022	Grounds Maintenance – Six Month Review and Six Month Programme	<b>Agreed to approve the proposed actions within the report (Sections 2.1 to 2.3 and Appendix 1).</b>  <b>Also agreed officials investigate the history of the removal and continued spraying of hogweed by the legacy Council at Carnmeen Park/Rossmara Park/Mourne Drive Warrenpoint and report back to the Committee on how this recurring problem would be dealt with going forward.</b>	K Scullion	In progress	N
<b>WASTE MANAGEMENT</b>					



Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NS/032/2022	Report on Elected Member District Cleansing Workshop – 28 February 2022	<b>Agreed to approve the contents of this report.</b>	S Murphy	Approved	Y
NS/033/2022	2022 Summer Season preparations	<b>Agreed to approve the proposed 2022 summer season preparation plans outlined in 2.4 and 2.5 of the report.</b>	S Murphy	Approved	Y
NS/034/2022	2022/2023 Public holiday arrangements for refuse collection and household recycling centres	<p><b>Agreed to approve:-</b></p> <p><b>Alternative Refuse Collection Services for the period 1 April 2022 – 31 March 2023 as per Appendix 1</b></p> <p><b>Opening arrangements for Household Recycling Centres for the period 1 April 2022 – 31 March 2023 as per Appendix 1</b></p> <p><b>Notification to Householders to be provided in local press and through Council online communications, in advance of each Public Holiday.</b></p>	S Murphy	Approved	Y



Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NS/035/2022	Early closure of Warrenpoint HRC – 26 March 2022	<p><b>Agreed to approve:-</b></p> <p><b>Early closing of the Warrenpoint HRC from 11.00am on Saturday 26 March 2022 to facilitate a live broadcast by Sky Sports Television</b></p> <p><b>Due to the late receipt of this request, Members are also asked to note that the implementation of this recommendation will be before full Council consideration on 4 April 2022.</b></p>	S Murphy	Site closed as advised with public notified through site signage and social media.	Y
<b>IN CLOSED SESSION</b>					
NS/036/2022	Arc21 Joint Monthly Bulletin – 24 February 2022	<b>Agreed to note this bulletin.</b>	J McBride	Noted	Y
NS/037/2022	Arc21 In Committee Minutes – 27 January 2022	<b>Agreed to note these Minutes.</b>	J McBride	Noted	Y
NS/038/2022	Neighbourhood Services Directorate Procurement Action	<b>Agreed to approve the progress update report and note that services would continue "out of contract" until new contracts were awarded and</b>	J McBride	Noted	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
	Plan – Quarterly Update	<b>finalised.</b>			
NS/039/2022	Business Case for replacement of mini excavator and dumper	<b>Agreed to note the content of this report and associated Business Case and accept the conclusion of the Business Case to proceed to tender to procure a replacement mini excavator and dumper</b>	K Scullion	<b>In progress</b>	<b>N</b>
NS/040/2022	Draft Business Case for the procurement of Christmas illuminations and Christmas trees	<b>Agreed to note the content of this report and associated draft Business Case.</b>	K Scullion	<b>Business case to be presented to Committee at its April meeting.</b>	<b>Y</b>
NS/041/2022	Request for sale of burial plots in Council cemeteries	<b>Agreed to recommend that these requests be referred through to the Council's legal services section for review and advice on the options available to the Council. A report to be brought back to the Neighbourhood Services Committee for consideration.</b>  <b>Also agreed to recommend that in the interim period the identified plots which the requests related to should be retained pending a final decision.</b>	K Scullion	<b>In progress</b>	<b>N</b>

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
<b>FOR NOTING</b>					
NS/042/2022	Arc21 JC Minutes – 24 February 2022	<b>Agreed to mark this correspondence noted.</b>	J McBride	<b>Noted</b>	<b>Y</b>
NS/043/2022	Historic Actions Tracking Sheet	<b>Agreed the Historic Actions Tracking Sheet of the Neighbourhood Services Committee Meetings be noted and actions removed as marked.</b>	J McBride	<b>Noted</b>	<b>Y</b>
<b>END</b>					

<b>Report to:</b>	Neighbourhood Services Committee
<b>Date of Meeting:</b>	21 <sup>st</sup> April 2022
<b>Subject:</b>	Review of Translink’s Ulster in Bloom entries 2021 and submission of entries for 2022
<b>Reporting Officer (Including Job Title):</b>	Kevin Scullion, Assistant Director Facilities Management and Maintenance
<b>Contact Officer (Including Job Title):</b>	Jonathan Ellis, Grounds Maintenance Manager

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

<b>For decision</b>	<input checked="" type="checkbox"/>	<b>For noting only</b>	<input type="checkbox"/>
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<b>1.0</b>	<b>Purpose and Background</b>
1.1	The purpose of this report to provide Councillors with a summary review of the Translink Ulster in Bloom judges assessment of the Council’s entries for Ulster in Bloom 2021 and confirm entries to this competition for 2022.
<b>2.0</b>	<b>Key issues</b>
2.1	<p>The Translink Ulster in Bloom annual competition is co-ordinated by the Northern Ireland Local Government Association (NILGA). The competition seeks to showcases partnership working between councils and local community.</p> <p>There is no fee for councils to enter. 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.</p> <p>Locations are entered in accordance with their populations size; <b>large town/city</b> – population over 35,001, <b>large town/small city</b> – population between 12,001 – 35,000, <b>town</b> – population between 6,001 – 12,000, <b>small town</b> – population between 2,501 – 6,000, <b>large village</b> – population between 1,001 – 2,500, <b>village</b> – population 501 – 1000 and <b>small village</b> – population up to 500.</p> <p>The judges make their assessment under three categories; horticultural impact, environmental awareness and community participation. The division of marks is:</p> <ul style="list-style-type: none"> <li>• 40% for horticulture</li> <li>• 30% for environment, and</li> <li>• 30% for community</li> </ul> <p>The judges award marks for each entry under the three categories with the summation of the three scores providing the overall score which allows each entry to be placed in an overall category as detailed below.</p> <p><b>Outstanding</b> - 85% to 100%  <b>Very Good</b> - 75% - 84%  <b>Good</b> - 60% - 74%</p>



	<p><b>Average</b> - 50% - 59%</p> <p><b>Fair</b> – 0% to 49%</p>																					
2.2	<p>There was no competition in 2020 due to the Covid-19 pandemic. The competition resumed in 2021 and the Council submitted a reduced number of entries from previous submissions. A summary of the results is provided in the table below and attached at Appendix 1 is a summary of the Judges remarks for each location.</p> <table border="1"> <thead> <tr> <th>Location</th> <th>Date of Assessment</th> <th>Category awarded</th> </tr> </thead> <tbody> <tr> <td>Crossmaglen</td> <td>19.7.2021</td> <td>Average</td> </tr> <tr> <td>Kilkeel</td> <td>19.7.2021</td> <td>Average</td> </tr> <tr> <td>Newcastle</td> <td>19.7.2021</td> <td>Average</td> </tr> <tr> <td>Newry</td> <td>August 2021</td> <td>Average</td> </tr> <tr> <td>Rostrevor</td> <td>19.7.21</td> <td>Average</td> </tr> <tr> <td>Saintfield</td> <td>19.7.21</td> <td>Good</td> </tr> </tbody> </table> <p>For 2022 it is proposed to bring the Council entries back to the pre pandemic list of entries which includes the following; Warrenpoint, Downpatrick, Newcastle, Ballynahinch, Crossmaglen, Bessbrook, Saintfield, Castlewellan, Killyleagh, Crossgar, Dundrum, Killough, Strangford, Clough, Bryansford , Annsborough, Burren (17 number in total).</p>	Location	Date of Assessment	Category awarded	Crossmaglen	19.7.2021	Average	Kilkeel	19.7.2021	Average	Newcastle	19.7.2021	Average	Newry	August 2021	Average	Rostrevor	19.7.21	Average	Saintfield	19.7.21	Good
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Newcastle	19.7.2021	Average																				
Newry	August 2021	Average																				
Rostrevor	19.7.21	Average																				
Saintfield	19.7.21	Good																				
<b>3.0</b>	<b>Recommendations</b>																					
3.1	<p>Note the contents of the report.</p> <p>Approve the submission of an entry by the Council to Translink’s Ulster in Bloom competition for 2022 as set out in Section 2.2 of the report.</p>																					
<b>4.0</b>	<b>Resource implications</b>																					
	The entry to Translink Ulster in Bloom competition is free.																					
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>																					
5.1	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>																					
5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p>																					

	The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/>
5.3	<p><b><i>Proposal initiating consultation</i></b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	<b>Due regard to Rural Needs (please tick all that apply)</b>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p> <p>If no, please complete the following:</p> <p>The policy / strategy / plan / public service is not influenced by rural needs <input type="checkbox"/></p>
7.0	<b>Appendices</b>
	<b>Appendix 1:</b> Translink Summary Marking Sheets for Council entries to UIB in 2021
8.0	<b>Background Documents</b>
8.1	None

**Appendix 1: Translink Summary Marking Sheets for Council entries to UIB in 2021**

**Crossmaglen, Large Village, Newry, Mourne and Down District Council**

**INTRODUCTION AND OVERALL IMPRESSION**

- Village with large square in middle.
- Mixture of planting throughout - sustainable, trees and bedding.

**JUDGES FEEDBACK SECTION A – HORTICULTURAL** *(maximum 40%)*

- Some sustainable planting in square with shrub beds, planters and wildflower areas.
- Some plants showing signs of stress in shrub areas.

**JUDGES FEEDBACK SECTION B – ENVIRONMENT** *(maximum 30%)*

- Colourful but patchy wildflower areas.
- Trees poorly planted and showing stress - attention needed, trees poorly staked.
- Historical references in statues in square.

**JUDGES FEEDBACK SECTION C – COMMUNITY** *(maximum 30%)*

- More evidence of community involvement would be welcome.

**Judging date:** 19<sup>th</sup> July 2021

**Judges:** XXXXXX

For information, based on the RHS Britain in Bloom scoring matrix,  
your 2021 Ulster in Bloom entry would sit in the following score band.

<b>Outstanding</b> (Overall 85 – 100 points)	<b>Very Good</b> (Overall 75 – 84 points)	<b>Good</b> (Overall 60 – 74 points)	<b>Average</b> (Overall 50 – 59 points)	<b>Fair</b> (Overall 0 - 49 points)



**Kilkeel, Town, Newry, Mourne and Down District Council****INTRODUCTION AND OVERALL IMPRESSION**

- Small Town at the foot of the Mourne with impressive mountain and sea views.
- Not a huge number of floral displays through the Town.

**JUDGES FEEDBACK SECTION A – HORTICULTURAL** *(maximum 40%)*

- Railing baskets at centre of Town colourful.
- Lovely, stencilled timber raised beds with geraniums in front of Presb. Church.
- The tier planters needed maintained, had gaps and dead plants.
- Shrub beds needed attention, weedy.

**JUDGES FEEDBACK SECTION B – ENVIRONMENT** *(maximum 30%)*

- Kilkeel urban forestry scheme welcome.
- Trees at the sea end of Knockchree Avenue needed attention, choice of trees might not be suitable for seaside location.
- Trees in middle of Avenue seemed to be dying.
- Trees badly staked, many with nursery stakes still attached.

**JUDGES FEEDBACK SECTION C – COMMUNITY** *(maximum 30%)*

- Some evidence of community involvement.

**Judging date:** 19<sup>th</sup> July 2021**Judges:** XXXXXX

For information, based on the RHS Britain in Bloom scoring matrix,  
your 2021 Ulster in Bloom entry would sit in the following score band.

<b>Outstanding</b> (Overall 85 – 100 points)	<b>Very Good</b> (Overall 75 – 84 points)	<b>Good</b> (Overall 60 – 74 points)	<b>Average</b> (Overall 50 – 59 points)	<b>Fair</b> (Overall 0 – 49 points)

**Newcastle, Small Town, Newry, Mourne and Down District Council**

**INTRODUCTION AND OVERALL IMPRESSION**

- Lovely seaside town at the foot of the Mournes.
- Planted areas through town, mainly on the seafront with metal planters along main street.

**JUDGES FEEDBACK SECTION A – HORTICULTURAL** *(maximum 40%)*

- Planters through the town need work. Some not planted, some with dead or dying plants and some with missing trees and shrubs.
- Beds opposite Donard carpark very attractive with good sustainable planting.
- Victorian style bedding beds through town attractive and full of colour.
- Shrub and seaside planting along sea front attractive.

**JUDGES FEEDBACK SECTION B – ENVIRONMENT** *(maximum 30%)*

- Sculptures sit well within planted areas highlighting seaside themes.
- Good sustainable planting along seafront.
- New tree planting at 12 Arches.

**JUDGES FEEDBACK SECTION C – COMMUNITY** *(maximum 30%)*

- More evidence of community and business involvement welcome.

**Judging date:** 19<sup>th</sup> July 2021

**Judges:** XXXXXXXX

For information, based on the RHS Britain in Bloom scoring matrix,  
your 2021 Ulster in Bloom entry would sit in the following score band.

<b>Outstanding</b> (Overall 85 – 100 points)	<b>Very Good</b> (Overall 75 – 84 points)	<b>Good</b> (Overall 60 – 74 points)	<b>Average</b> (Overall 50 – 59 points)	<b>Fair</b> (Overall 0 - 49 points)



**Newry, Large Town / Small City, Newry, Mourne and Down District Council**

**INTRODUCTION AND OVERALL IMPRESSION**

- Newry is a large market town with a busy shopping centre.
- Lacking a distinct market square or main street to give it a focal point Newry, it is hard for the visitor to get an immediate sense of the town but there are a number of nice features, including the canal.

**JUDGES FEEDBACK SECTION A – HORTICULTURAL** *(maximum 40%)*

- The containers and planting displays around Newry were reasonable but could have been fuller for the time of year.
- There also could have been more of them for greater impact, for example along the canal.
- A number of the businesses in the town had some nice planting which was encouraging to see.
- The roundabout entrances to the town had some good wildflower and perennial planting.
- The park at Sandys Street had a colourful display outside it but the park itself lacked colour.
- The trees along the canal were nice and more could be made of this area.

**JUDGES FEEDBACK SECTION B – ENVIRONMENT** *(maximum 30%)*

- The judging pack lists a number of sites around the town where there is sustainable planting, but no other information was provided.
- There was a good level of historic interpretive signage around the town.

**JUDGES FEEDBACK SECTION C – COMMUNITY** *(maximum 30%)*

- We saw some good examples of private planting of hanging baskets and containers such as Joseph McGees public bar and Ginger Janes.

**Judging date:** August 2021

**Judges:** XXXXXXXX

For information, based on the RHS Britain in Bloom scoring matrix,  
your 2021 Ulster in Bloom entry would sit in the following score band.

<b>Outstanding</b> (Overall 85 – 100 points)	<b>Very Good</b> (Overall 75 – 84 points)	<b>Good</b> (Overall 60 – 74 points)	<b>Average</b> (Overall 50 – 59 points)	<b>Fair</b> (Overall 0 - 49 points)

**Rostrevor, Large Village, Newry, Mourne and Down District Council**

**INTRODUCTION AND OVERALL IMPRESSION**

- Attractive Victorian seaside village with parkland and quaint streets.
- A delight to visit due to the location and architecture of village.

**JUDGES FEEDBACK SECTION A – HORTICULTURAL** *(maximum 40%)*

- Colourful display at entrance to Kilbroney Park.
- Limited displays through village
- Small sustainable bed at Shore Road / Cloughmore Road.

**JUDGES FEEDBACK SECTION B – ENVIRONMENT** *(maximum 30%)*

- Wildflower areas in Kilbroney Park.
- Village clean and tidy throughout.

**JUDGES FEEDBACK SECTION C – COMMUNITY** *(maximum 30%)*

- More evidence of community involvement would be welcome.

**Judging date:** 19<sup>th</sup> July 2021

**Judges:** XXXXXXXX

For information, based on the RHS Britain in Bloom scoring matrix,  
your 2021 Ulster in Bloom entry would sit in the following score band.

<b>Outstanding</b> (Overall 85 – 100 points)	<b>Very Good</b> (Overall 75 – 84 points)	<b>Good</b> (Overall 60 – 74 points)	<b>Average</b> (Overall 50 – 59 points)	<b>Fair</b> (Overall 0 - 49 points)



## Saintfield, Large Village, Newry, Mourne and Down District Council

### INTRODUCTION AND OVERALL IMPRESSION

- Pretty, historic Georgian town with lovely colourful displays throughout.
- On several occasions volunteers were seen through the town deadheading, watering and tidying up through the town.

### JUDGES FEEDBACK SECTION A – HORTICULTURAL *(maximum 40%)*

- Plenty of colour throughout the town with pretty displays at the side of the flower shop on the Comber Road, in front of the AYC and in front of various businesses.
- The memorial garden was a pleasant surprise at the bottom of the graveyard with more natural planting.
- It was noticed that there were fewer displays, hanging baskets etc. than before as was mentioned in the judge's pack.
- The planting project at Queens Park has matured well and settled into the space and totally transforms an otherwise dull grass bank.
- Cliff face has also matured well and the bigger beds at the front are better suited to the space.
- Beds in front of the AYC, although colourful, would benefit from better planting, either shrub to create height and some trailing plants rather than all bedding.

### JUDGES FEEDBACK SECTION B – ENVIRONMENT *(maximum 30%)*

- Town has lots of historical and picturesque buildings throughout with many information boards telling the history of the town.
- No evidence of litter or vandalism.
- Main empty building (Market House?) would benefit from doors and window frames being painted.
- Good provision of wildflower areas.
- Use of own compost noted

### JUDGES FEEDBACK SECTION C – COMMUNITY *(maximum 30%)*

- Extensive evidence of community involvement both in judges pack and on the street.
- UIB posters visible.
- Excellent support from businesses, council and local residents especially after a difficult year.
- Hopefully, as restrictions ease, there will be more involvement by youth groups, schools etc.

**Judging date:** 19<sup>th</sup> July 2021

**Judges:** XXXXXXXXXX

For information, based on the RHS Britain in Bloom scoring matrix,  
your 2021 Ulster in Bloom entry would sit in the following score band.

<b>Outstanding</b> (Overall 85 – 100 points)	<b>Very Good</b> (Overall 75 – 84 points)	<b>Good</b> (Overall 60 – 74 points)	<b>Average</b> (Overall 50 – 59 points)	<b>Fair</b> (Overall 0 - 49 points)

<b>Report to:</b>	Neighbourhood Services Committee
<b>Date of Meeting:</b>	21 <sup>st</sup> April 2022
<b>Subject:</b>	Update on the development of the Council Tree Strategy
<b>Reporting Officer (Including Job Title):</b>	Kevin Scullion, Assistant Director Facilities Management and Maintenance
<b>Contact Officer (Including Job Title):</b>	Johnny Ellis, Grounds Maintenance Manager

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

<b>For decision</b>	<input checked="" type="checkbox"/>	<b>For noting only</b>	<input type="checkbox"/>
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<b>1.0</b>	<b>Purpose and Background</b>
1.1	<p>The purpose of this report is to provide the Committee with an update on the development of the Council's Tree Strategy.</p> <p>As part of its development, Officers are recommending that the draft version of the Tree Strategy be presented to the next meeting of the Neighbourhood Services Working Group in May along with a discussion on the Council's commitment concerning the use of herbicides containing glyphosate.</p>
<b>2.0</b>	<b>Key issues</b>
2.1	<p>At the Neighbourhood Services Committee Meeting held in September 2019 the following Notice of Motion was tabled.</p> <p><b><i>"This Council produces a tree strategy to protect and enhance tree cover for future generations. Council recognises the importance of trees, the benefits they afford us and the increasingly important role they can play in mitigating the effects of climate change, flooding and pollution control.</i></b></p> <p><b><i>Furthermore, Council acknowledges that trees can greatly enhance the visual amenity of our environment, they are vital for people's sense of well-being and contribute to everyone's quality of life".</i></b></p> <p>At this meeting the Committee agreed to the notice of motion and that Officers develop an action plan for the development of a Tree Strategy.</p>
2.2	<p>At the Neighbourhood Services Committee Meeting held in January 2020 Officers provided an Action Plan to the Committee, a copy of which is provided at Appendix 1.</p> <p>The Committee approved the Action Plan and since then work has progressed in developing the draft Tree Strategy. The strategy is sufficiently advanced at this stage to present to Councillors for review. However, Officers are recommending that given the detailed nature of the current draft version of the strategy that this will be better presented to Councillors through an Officer led presentation at the next meeting of the Neighbourhood Services Working Group in May.</p>



2.3	At tonight's Committee meeting there is a separate report provided concerning the Council's commitment to cease the use of herbicides containing glyphosate to control weeds and invasive species. Officers are recommending that as part of the presentation to the Neighbourhood Services Working Group in May that progress on this is also covered.
<b>3.0</b>	<b>Recommendations</b>
3.1	Note the contents of the report.  Approve the presentation of the draft Tree Strategy to the Neighbourhood Services Working Group in May 2022 along with a review of progress in the Council achieving a cessation in the use of herbicides containing glyphosate.
<b>4.0</b>	<b>Resource implications</b>
4.1	None at present.
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>
5.1	<b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b>  It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/>
5.2	<b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b>  Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>  If yes, please complete the following:  The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/>  The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/>
5.3	<b><i>Proposal initiating consultation</i></b>  Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/>  Consultation period will be 12 weeks <input type="checkbox"/>  Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/>

	<i>Rationale:</i>
<b>6.0</b>	<b>Due regard to Rural Needs (please tick all that apply)</b>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p> <p>If no, please complete the following:</p> <p>The policy / strategy / plan / public service is not influenced by rural needs <input type="checkbox"/></p>
<b>7.0</b>	<b>Appendices</b>
	<b>Appendix 1:</b> Draft Action Plan for developing a Council Tree Strategy
<b>8.0</b>	<p><b>Background Documents</b></p> <p><i>This relates to meeting requirements outlined in Part 8 of the Local Government Act (NI) 2014, Access to Meetings and Documents, wherein for four years after a meeting the following must be available at the Council Offices and on the website:</i></p> <p><i>Background papers which are defined as those documents relating to the subject matter of a report which:</i></p> <ul style="list-style-type: none"> <li><i>a) Disclose any facts or matters which in the opinion of the Chief Executive, the report or an important part of the report is based upon; and</i></li> <li><i>b) Have, in the Chief Executive's opinion, been relied upon to a material extent in preparing the report.</i></li> </ul> <p><i>These are documents on which the report, or an important part of the report, is based upon and have been relied upon to a material extent in preparing the report.</i></p>
8.1	None

Newry, Mourne and Down District Council

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## **Appendix 1: Draft Action Plan for developing a Council Tree Strategy**

The Action Plan mirrors the developing Tree Strategy:

- 1.- Sustainable Management
- 2.- Appropriate Planting
- 3.- Effective Protection
- 4.- Innovative Involvement
- 5 – Partnership Working

The aims take direction from the key principles set out in the Trees and Design Action Group Publication **Trees in the Townscape**. The Trees and Design Action Group (TDAG) is an open collaborative forum facilitating cross-sector and cross-disciplinary dialogue and projects promoting the role of the urban forest throughout the U.K.

This draft Action plan incorporates suggestions by partners including the **Woodland Trust** and **City of Trees**. The draft Action Plan has been developed collaboratively, working with a range of organisations and agencies, referencing existing and new partners. The list of actions to be delivered by all partners and stakeholders is provided below, illustrating commitment to a sensible, sustainable and essential future for trees and woodlands across the district.


Its driven by the realisation of the actives illustrated below and an ongoing passion to support the true value of trees to the District; making commitments to enhance and protect the council tree-  
scape.

### **1 –Sustainable Management**

Defined Action	Activity / Resultant	Delivery Body
ESRI map and monitor changes & distribution of trees across NM&DDC	<ul style="list-style-type: none"> <li>• Refine datasets of tree and woodland cover</li> <li>• Link with ancient forest. Initiate landscape connection concepts.</li> </ul>	Ground Maintenance Section of Council
Define & Develop NMDDC Tree Resource	<ul style="list-style-type: none"> <li>• Develop NM&amp;DDC tree management system</li> <li>• Drive a network of data gathering and information sharing e.g. Universities</li> <li>• access to canopy data for research</li> <li>• Value NM&amp;DDC tree stock utilising for e.g. I Tree Eco</li> <li>• The development of an ecosystem services valuation of treescape</li> </ul>	Ground Maintenance Section of Council
Sustainable management of trees and woodland with best practice approaches	<ul style="list-style-type: none"> <li>• Adopt best practice ref all design, landscape and management issues referring to BS standards and Professional Bodies. BS 3998:2010 'Tree work – Recommendations' – the latest British Standard applying to work carried out on trees. BS 5837:2012 'Trees in relation to design, demolition and construction. Recommendations' – the latest British Standard applying to tree protection in relation to works carried out close to trees</li> </ul>	Ground Maintenance Section of Council
Identify Ancient Tree Cover, Promote Stratification, Address Tree Management at	<ul style="list-style-type: none"> <li>• Connect &amp; protect heritage &amp; biodiverse locations.</li> <li>• Plan tree management and planting for the benefit of all from district wide</li> </ul>	Ground Maintenance Section of Council

Landscape & Local Scales	landscape impact to individual resident's benefits.	
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## 2 – Appropriate Planting

Defined Action	Activity / Resultant	Delivery Body
Drive climate resilient tree planting	<ul style="list-style-type: none"> <li>Effective species mix to create resilience against pests and diseases</li> <li>Effective Pest &amp; Disease Protection Measures</li> </ul>	Ground Maintenance Section of Council  Biosecurity Policy Written
Healthy tree canopy cover	<ul style="list-style-type: none"> <li>Sustained tree and woodland canopy cover of 13% by 2050</li> <li>Undertake sustainable tree planting projects in line with the Council Strategy,</li> <li>Adopt as a minimum a one for one tree replacement for Council trees</li> <li>Aim to plant 4,500 Ha district wide by 2030,</li> <li>Commit to help planting 400 hectares annually across NM&amp;DDC</li> </ul>	Ground Maintenance Section of Council
Planting linear & community orchards	Involve local communities ref food production etc.	Ground Maintenance Section of Council
Investigate funding for tree planting, management, & maintenance	Involve Woodland Trust, HLF, DEARA etc	Ground Maintenance Section of Council
Join and Utilise Specialist Organisations / Professional Bodies	<p>Join the Tree Charter</p>  <p>Charter for Trees, Woods and People sets out principles for society in which people &amp; trees stand together. Launched in Lincoln Castle 6 Nov 2017; the 800th anniversary of 1217 Charter of the Forest. Its rooted in over 60,000 'tree stories' gathered from across the UK. Utilise Arboricultural Association</p>	Ground Maintenance Section of Council

## 3 - Effective Protection

Defined Action	Activity / Resultant	Delivery Body
Effective tree replacement & compensation	Measure & develop appropriate schemes	TBC
Adopt effective Tree Preservation Orders (TPOs)	Designate new controls & enforce existing protection as appropriate	TBC
Utilise planning conditions to enforce	TBC	TBC



high standard of tree works & management		
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It is paramount to conserve and maintain existing old and large trees. Replacing old trees with newly planted ones is essential, but for new trees to replicate the benefits of older larger trees they need to be replaced at a rate of approximately 40 to 1. Alternatively, we can wait for 30 – 50 years for their value to increase naturally. Older and larger urban trees in particular are currently under-valued and should not be removed unless essential.

#### 4 - Innovative Involvement

Defined Action	Activity / Resultant	Delivery Body
Drive community led and focussed tree projects and food growing	<ul style="list-style-type: none"> <li>Heritage Trees</li> <li>Linear Orchards</li> </ul>	TBC
Cultivate awareness of tree benefits	<ul style="list-style-type: none"> <li>Ongoing promotion of tree related information via DEA coordinators, managers Councillors &amp; local communities to include tree activity in DEA activities</li> </ul>	TBC
Create opportunities for Community Engagement & Involvement	<ul style="list-style-type: none"> <li>Ireland Best Kept awards</li> <li>In Bloom Groups, Ulster &amp; Britain in Bloom RHS Awards,</li> <li>Community greening projects</li> <li>Nominate Champion / Notable Trees reference trees in Britain and Ireland Register</li> </ul>	TBC
NM&DDC as attractive place to live, work and visit with exceptional landscapes & Green Infrastructure	<ul style="list-style-type: none"> <li>Create NM&amp;DDC Heritage Trees Programme</li> <li>Promote Castlewellan as one of the World's best arboretums</li> <li>Expand this outward to Kilbroney, Slieve Gullion and other identified arboretum towns / locations.</li> </ul>	TBC

#### 5 Partnership Working

Defined Action	Activity / Resultant	Delivery Body
Drive working with current & potential partners to include N.I. Water Mourne Heritage Trust Woodland Trust Private Landowners Other Councils Ards & North Down Council Derry & Strabane Council Louth County Council Locks Agency & HED HLF Forest Service	<p>To help reach the national target of 12% tree cover</p> <p>Undertaking massive woodland creation programme – The Mourne is a central location.</p> <p>Help to achieve tree cover %, help establish connectivity networks. Best practice.</p> <p>Advice / Progression</p> <p>Greenway / Tangible Cross Border Project.</p> <p>Direct advice &amp; legislative control on Newry Canal – Greenway Progression. Funding - Currently Active Castlewellan Forest.</p>	TBC

	Connect with existing locations – e.g. Fathom Forest.	
N.I. Water Mourne Heritage Trust  Woodland Trust Private Landowners  Other Councils Ards & North Down Council Derry & Strabane Council Louth County Council – Cross Border Locks Agency	Biggest Mournes Landowner To help reach the national target of 12% tree cover direct assistance with Mourne Landscape & Management.  Large landowner Mournes.	Ni Water

### **Monitoring, Review and Progress Reporting Actions**

Defined Action	Activity / Resultant	Delivery Body
Review & update	<ul style="list-style-type: none"> <li>Undertake an annual review against the Action Plan.</li> </ul>	TBC
Key performance indicators	<ul style="list-style-type: none"> <li>The total area of trees &amp; woodland within management plans.</li> <li>The percentage of tree canopy cover across NM&amp;DDC.</li> <li>The number of trees removed and replaced annually.</li> <li>Numbers involved via volunteer activity etc.</li> </ul>	TBC
Website and news promotion	Section on Council website.	TBC

**22<sup>nd</sup> January 2020**

<b>Report to:</b>	Neighbourhood Services Committee
<b>Date of Meeting:</b>	21st April 2022
<b>Subject:</b>	Applications for bus shelters in Crossgar and Killyleagh
<b>Reporting Officer</b>	Kevin Scullion, Assistant Director: Facilities Management & Maintenance Department
<b>Contact Officer</b>	Andrew Sweeney Facilities Coordinator East

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

<b>For decision</b>	<input type="checkbox"/>	<b>X</b>	<b>For noting only</b>	<input type="checkbox"/>
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<b>1.0</b>	<b>Purpose and Background</b>
1.1	The purpose of this report is to consider applications for the provision of bus shelters within the Council area.
1.2	<p>The report provides details on two requests for new bus shelters in the village of Killyleagh. The report also considers a review of a decision to relocate an existing bus shelter in Downpatrick Street, Crossgar.</p> <p>These requests have been considered under the Councils Bus Shelter Policy requirements.</p> <p>Request was received for the erection of two new shelters in Cross Street and Catherine Street, Killyleagh.</p> <p>Request was received for the relocation of a bus shelter at Downpatrick Street Crossgar following the installation of traffic islands close to the existing shelter location. Following the Neighbourhood Services Committee meeting on the 23<sup>rd</sup> of June 2021, it was agreed that Council Officers would establish if an alternative location was available for the shelter to be relocated to.</p> <p>Attached at Appendix 1 is a report which summarises the assessment of each application having due regard to the requirements of the Council's Bus Shelter Policy.</p>
<b>2.0</b>	<b>Key issues</b>
2.1	The Council has statutory authority with the consent of the Department for Infrastructure to erect and maintain on any road within the district, shelters for the protection from weather of persons waiting to use public transport.
2.2	The Council Bus Shelter Policy was approved on the 7 <sup>th</sup> September 2015 and the requirements of this policy are taken into account when reviewing applications for bus shelters.
2.3	As per Council agreement any new requests for bus shelters at official bus stops are sent to Translink to seek their view as to whether they propose to consider the application under their scheme for bus shelter provision. Where Translink undertake this review and conclude that they will not meet the bus shelter request, as it does not meet their criteria,



	then the Council has agreed to consider the application under the Council Bus Shelter Policy.
2.4	Please refer to Appendix 1 of this report for details of each application and the Officers recommendations.
2.5	<p>Officers continue to liaise with Translink Officers involved in the provision of Translink's programme of providing bus shelters. Through these meetings Council Officers have been made aware that other Councils have in certain instances agreed to procure a bus shelter from Translink's nominated supplier and maintain it for a period of five years on the basis that following this five-year period Translink will adopt the bus shelter and maintain it from that point forward.</p> <p>Officers recommend that this option be explored further with Translink for new bus shelters approved by Council at official bus stops.</p>
<b>3.0</b>	<b>Recommendations</b>
3.1	<ul style="list-style-type: none"> <li>• Note the content of the report.</li> <li>• Agree to the recommendations in Appendix 1 for the erection of a bus shelter at Cross Street Killyleagh and the relocation of the shelter at Downpatrick Street Crossgar.</li> <li>• Given the weight of the objections received against the application for a bus shelter at Catherine Street, Killyleagh, the Committee views is requested on how best to proceed.</li> <li>• Officers to consult further with Translink on the option for Council to enter into an agreement with Translink for the provision of bus shelters at official bus stops.</li> </ul>
<b>4.0</b>	<b>Resource implications</b>
4.1	Costs associated with this procurement will be funded through the Council's Capital Programme, which currently has a budget of circa £22,000.
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>
5.1	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p>

	<p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><b>Proposal initiating consultation</b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	<p><b>Due regard to Rural Needs (please tick all that apply)</b></p>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>
7.0	<p><b>Appendices</b></p>
	<p><b>Appendix 1:</b> Proposed Bus Shelters at Cross Street Killyleagh, Catherine Street, Killyleagh and Downpatrick Street, Crossgar.</p>
8.0	<p><b>Background Documents</b></p> <p><i>This relates to meeting requirements outlined in Part 8 of the Local Government Act (NI) 2014, Access to Meetings and Documents, wherein for four years after a meeting the following must be available at the Council Offices and on the website:</i></p> <p><i>Background papers which are defined as those documents relating to the subject matter of a report which:</i></p> <p><i>a) Disclose any facts or matters which in the opinion of the Chief Executive, the report or an important part of the report is based upon; and</i></p> <p><i>b) Have, in the Chief Executive's opinion, been relied upon to a material extent in preparing the report.</i></p>

	<i>These are documents on which the report, or an important part of the report, is based upon and have been relied upon to a material extent in preparing the report.</i>
8.1	Council Bus Shelter Policy 2015

## Appendix 1 Report on Bus Shelter Requests

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**Appendix 1: Report on Bus Shelter Requests****Bus Shelters Requests for consideration to Approve/Decline****New bus shelter at Cross Street Killyleagh**Background & Summary of Findings to date

A request was received by the Council to consider a bus shelter at the bus stop on Cross Street Killyleagh. As per Council policy this request was passed to Translink for consideration under their bus shelter programme. Translink confirmed they will not be proceeding to provide this bus shelter under their programme of works and so this request was considered under the Council's bus shelter policy.



*Proposed Location*

Appendix 1 Report on Bus Shelter Requests



Table 1 below summarises consultation process which has been carried out having regard to Council Policy Requirements.

**Table 1**

<b>Consultee</b>	<b>Response</b>	<b>Comment</b>
DFI Roads	No objections	Complies with Policy
PSNI	No objections	Complies with Policy
Translink	More than 20 passengers use this bus stop over the course of a day	Complies with Policy
Local property owners/residents within 50 metre radius of proposed site	16 properties located within 50 metres of proposed location. No objections recieved following consultation letters.	Complies with Policy  Owners of property within a 50m radius of the proposed shelter location are consulted on the erection of a shelter. A bus shelter will not be erected if one third or more of owners/tennants confirm their objection in writing to the proposal. Once refused the the request may not be reconsidered with a 12 month period.

## Appendix 1 Report on Bus Shelter Requests

### **Recommendations**

As all policy requirements have been met it is recommended to approve the installation of a bus shelter in the proposed location at Cross Street, Killyleagh. Cantilever style shelter without side panels recommended given limited footpath space.

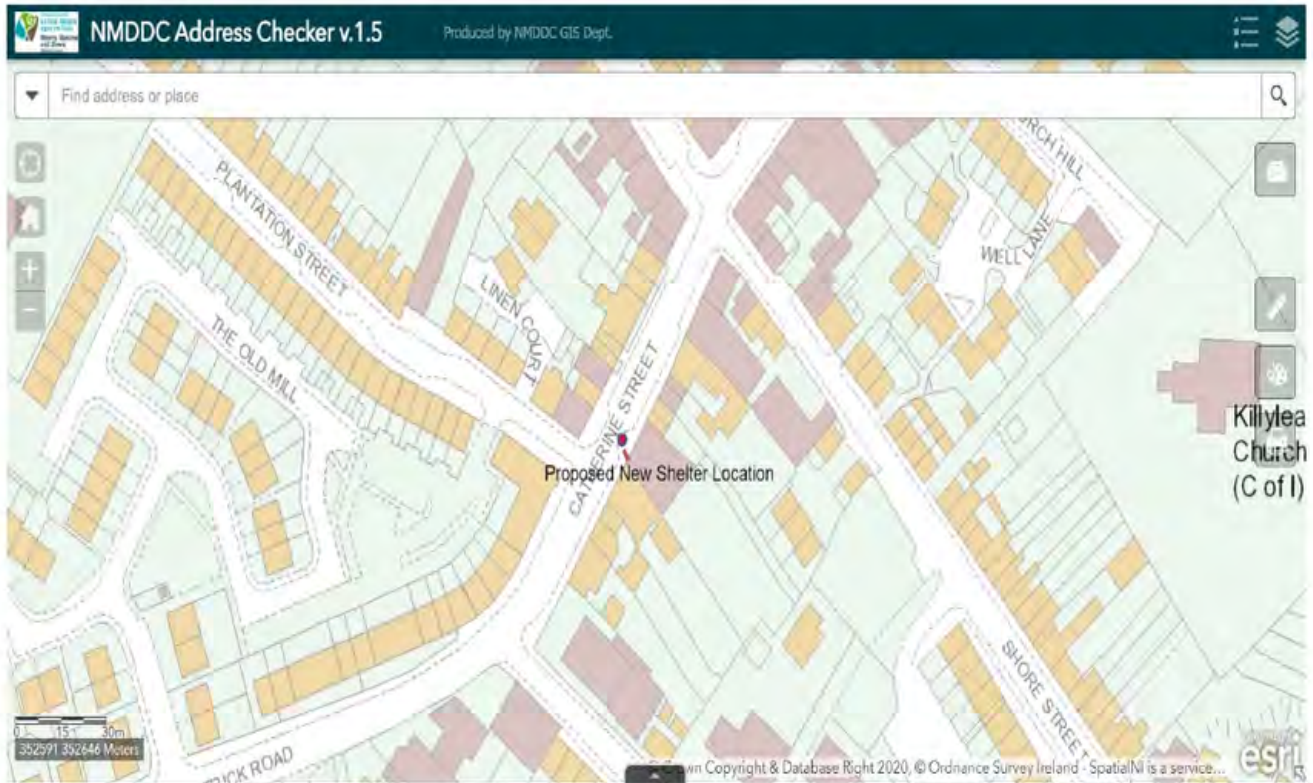


Appendix 1 Report on Bus Shelter Requests

**New bus shelter at Catherine Street Killyleagh**

**Background & Summary of Findings to date**

A request was received by the Council to consider a bus shelter at the bus stop on Catherine Street, Killyleagh. As per Council policy this request was passed to Translink for consideration under their bus shelter programme. Translink confirmed they will not be proceeding to provide this bus shelter under their programme of works and so this request was considered under the Council’s bus shelter policy.





Appendix 1 Report on Bus Shelter Requests



Table 2 below summarises consultation process which has been carried out having regard to Council Policy Requirements.

**Table 2**

<b>Consultee</b>	<b>Response</b>	<b>Comment</b>
DFI Roads	No objections	Complies with Policy
PSNI	No correspondence received	
Translink	More than 20 passengers use this bus stop over the course of a day	Complies with Policy
Local property owners/residents within 50 metre radius of proposed site	49 properties located within 50 metres of proposed location. 12 objections recieved following consultation letters.	The policy states: Owners of property within a 50m radius of the proposed shelter location are consulted on the erection of a shelter. A bus shelter will not be erected if one third or more of owners/tennants confirm their objection in writing to the

Appendix 1 Report on Bus Shelter Requests

		<p>proposal. Once refused the the request may not be reconsidered with a 12 month period.</p> <p>In this instance less than one third objected to the installation of this bus shelter. Those who did object made strong objections on the grounds of anti-social behaviour citing previous experience of a bus shelter at this location.</p>
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During the neighbourhood consultation process 49 properties were consulted with 12 objections and 6 approvals received. Of the 12 objections the concerns raised were antisocial behaviour and vandalism. It was noted that a bus shelter that was previously sited at the same proposed location of the new shelter was removed some time ago.

Photographic evidence submitted by one resident shows that the previous shelter was subject to vandalism, including graffiti and social gatherings.

**Recommendations**

All policy requirements have been met with the exception of PSNI whom no correspondence was received. Given the weight of the objections received and evidence of issues with the previous shelter, the Committees views are requested on how best to proceed in this instance.

## Appendix 1 Report on Bus Shelter Requests

**Relocation of bus shelter at Downpatrick Street, Crossgar****Background & Summary of Findings to date**

A request was received by the Council to consider the relocation of a bus shelter and bus stop on Downpatrick Street Crossgar. The proposal would see the shelter moved approximately 30m into the village in the direction of Belfast. At the proposed location there is an existing road layby to accommodate the bus stop. Translink, Roads Service and the PSNI are in support of the proposal as it will improve the road safety surrounding the Bus stop and Shelter.

DRD Roads have installed new pedestrian refuge islands in the road close the existing shelter location. When a bus is stopped to collect or drop off passengers the pedestrian refuge islands are obstructed which is cause for concern from a road safety perspective.



*Proposed Location with Existing Bus Shelter in the Background*

At the Neighbourhood Services Committee meeting on the 23<sup>rd</sup> of June 2021, this proposal was approved.

On the 24<sup>th</sup> of June 2021 further correspondence was received from Cllr Andrews representing the constituent who owns the land behind the proposed shelter location. The land owner intends to develop the lands to the rear of the proposed location and has stated the bus shelter will provide obstruction to the proposed development.

It was agreed that the matter would be discussed further at the full Council meeting on 5<sup>th</sup> of July 2021.



## Appendix 1 Report on Bus Shelter Requests

Please see below an extract of the action agreed from the minutes of the Council meeting on the 5<sup>th</sup> of July 2021:

### ***C/141/2021 MINUTES OF NEIGHBOURHOOD SERVICES COMMITTEE MEETING HELD ON 23 JUNE 2021***

*Read: Minutes of Neighbourhood Services Committee Meeting held on 23 June 2021 (copy circulated).*

### ***NS/100/2021: Applications for Bus Shelters in Crossgar and Saintfield***

*Councillor Andrews spoke at length about concerns regarding the relocation of the bus shelter at Downpatrick Street, Crossgar and the new location and commented that the letters sent on 13 April 2021 would have been done so when premises in the vicinity would have been subject to lockdown and people working from home.*

*Councillor Andrews proposed a deferment take place and that officials take on board the points raised in relation to the consultation process, also the points raised about the redevelopment at this stage and for other options and locations to be taken into account now. Councillor Curran seconded the proposal.*

***Agreed: It was agreed on the proposal of Councillor Andrews, seconded by Councillor Curran to defer the decision in relation to the bus shelter at Downpatrick Street, Crossgar and that officials take on board the points raised by Councillor Andrews in relation to the consultation process and also the points raised about the redevelopment at this stage and for other options and locations to be taken into account now***

Following the Council meeting Council Officers conducted further investigations to establish if an alternative location for the proposed shelter relocation were available.

Included in the investigation was a request to the Planning Service to determine if an application for planning approval was made for the lands adjacent to the proposed location. To date no application for planning approval at the development site have been submitted and therefore it is unclear when this redevelopment will commence.

Further consultations with DRD Roads and Translink were also carried out to determine if a suitable alternative location is available.

Representatives from Translink stated that the majority of passengers who use the existing shelter known as "Crossgar Post Office" bus stop avail of the 515 Service to Belfast. They expressed the view that as this service and other main services do not divert from the main road 'Downpatrick Street/A7' there are no other alternative locations that are suitable and that offer an improvement to the safety of road users and passengers.

DRD Roads representatives did not offer an alternative location and stated that if Council were to suggest an alternative location the proposal would be assessed to determine if it met their requirements.



## Appendix 1 Report on Bus Shelter Requests

Following these consultations and further investigation, Officers submit that there are no suitable alternative locations available and therefore recommend that the bus shelter be relocated as originally proposed at the Neighbourhood Services Committee Meeting on the 23<sup>rd</sup> of June 2021.

Should the lands adjacent to the proposed location obtain planning approval, and there is a defined requirement for the bus shelter to be moved to allow the re-development to proceed then this is a matter Council can review. However, in the interim the priority in relocating the bus shelter from its existing position is to address an identified road safety issue.

Table 3 has now been updated to summarise the consultation process which has been carried out having regard to Council Policy Requirements.

**Table 3**

Consultee	Response	Comment
<b>Actions Prior to 23<sup>rd</sup> June 2021 NS Committee Meeting</b>		
DFI Roads	No objections	Complies with Policy
PSNI	No objections	Complies with Policy
Translink	More than 20 passengers use this bus stop over the course of a day	Complies with Policy
Local property owners/residents within 50 metre radius of proposed site	16 properties located within 50 metres of proposed location. 5 objections were received.	Complies with Policy  Owners of property within a 50m radius of the proposed shelter location are consulted on the erection of a shelter. A bus shelter will not be erected if one third or more of owners/tenants confirm their objection in writing to the proposal. Once refused the request may not be reconsidered with a 12 month period.  In this instance less than one third objected to the installation of this bus shelter.

## Appendix 1 Report on Bus Shelter Requests

<b>Actions following 5<sup>th</sup> July 2021 NS Full Council Meeting</b>		
<b>Consultee</b>	<b>Response</b>	<b>Comment</b>
Planning Service	No current planning approval for development or applications submitted to date.	Noted
DFI Roads	No alternative location proposed.	Noted
Translink	No suitable alternative location available.	Noted

**Recommendations**

Considering the potential for an improvement to road safety in the vicinity, all Council policy requirements have been met, and no alternative locations are available following the investigation and further consultations with DfI Roads and Translink, it is recommended to approve the relocation of the bus shelter to the proposed location at Downpatrick Street, Crossgar.

<b>Report to:</b>	Neighbourhood Services Committee
<b>Date of Meeting:</b>	21 <sup>st</sup> April 2022
<b>Subject:</b>	Trial of Solar Lights at Council Bus Shelters
<b>Reporting Officer (Including Job Title):</b>	Kevin Scullion, Assistant Director Facilities Management and Maintenance
<b>Contact Officer (Including Job Title):</b>	Ciarán Óg Mussen, Facilities Co-ordinator

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

For decision     For noting only   

<b>1.0</b>	<b>Purpose and Background</b>
1.1	The purpose of this report is to recommend the trial of Solar Lighting to 2 Council Bus Shelters.
<b>2.0</b>	<b>Key Issues</b>
2.1	<p>The Council have been requested to investigate the possibility of providing Solar lighting to 2 Bus Shelters in a rural area close to Attical.</p> <p>The shelters are located at Tullyframe Rd and Whitewater Bridge where no street lighting is provided.</p> <p>Suitable Solar lights have been sourced and can be easily fitted by the Council maintenance team.</p> <p>Lights could be installed and monitored for effectiveness with any positive/negative feedback noted.</p>
<b>3.0</b>	<b>Recommendations</b>
3.1	It is recommended to proceed with installation of Solar lighting at 2 Bus Shelters near Attical with their effectiveness monitored and this information to be reported back to committee.
<b>4.0</b>	<b>Resource implications</b>
4.1	<p>Building Maintenance team to install lighting.</p> <p>Council Facilities Co-ordinator to monitor and review effectiveness.</p>
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>
5.1	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>

5.2	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><b><i>Proposal initiating consultation</i></b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	<p><b>Due regard to Rural Needs (please tick all that apply)</b></p>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p> <p>If no, please complete the following:</p> <p>The policy / strategy / plan / public service is not influenced by rural needs <input type="checkbox"/></p>
7.0	<p><b>Appendices</b></p>
	<p>None</p>
8.0	<p><b>Background Documents</b></p> <p><i>This relates to meeting requirements outlined in Part 8 of the Local Government Act (NI) 2014, Access to Meetings and Documents, wherein for four years after a meeting the following must be available at the Council Offices and on the website:</i></p> <p><i>Background papers which are defined as those documents relating to the subject matter of a report which:</i></p>



	<p>a) <i>Disclose any facts or matters which in the opinion of the Chief Executive, the report or an important part of the report is based upon; and</i></p> <p>b) <i>Have, in the Chief Executive's opinion, been relied upon to a material extent in preparing the report.</i></p> <p><i>These are documents on which the report, or an important part of the report, is based upon and have been relied upon to a material extent in preparing the report.</i></p>
8.1	None

<b>Report to:</b>	Neighbourhood Services Committee
<b>Date of Meeting:</b>	21 <sup>st</sup> April 2022
<b>Subject:</b>	Vegetation growth within Aughrim River at the Events Space Kilkeel
<b>Reporting Officer (Including Job Title):</b>	Kevin Scullion, Assistant Director Facilities Management and Maintenance
<b>Contact Officer (Including Job Title):</b>	Kevin Scullion, Assistant Director Facilities Management and Maintenance

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

<b>For decision</b>	<input checked="" type="checkbox"/>	<b>For noting only</b>	<input type="checkbox"/>
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<b>1.0</b>	<b>Purpose and Background</b>
1.1	The purpose of this report to consider the overgrown nature of vegetation in a section of the Aughrim River adjacent to the Events Space and Council car park.
<b>2.0</b>	<b>Key issues</b>
2.1	<p>A Council Official met recently with representatives of KDA and Councillors to review the condition of the Aughrim River between the bridge at Bridge Street and the bottom of the Council car park.</p> <p>Attached at Appendix 1 are two photographs which show the level of vegetation growth within the river which those attending the meeting described as unsightly. Those attending the meeting consider this are to be a prime location within Kilkeel and they feel that the vegetation growth in the river detracts from the image of the town.</p> <p>The respective landowners either side of the river, which includes the Council, are riparian owners, meaning that they will have a responsibility for the river.</p> <p>The Council Official attending the meeting recommended that a first step to seeking to address the issue is to understand why it is happening in the first place and the steps that could be taken to manage this occurrence better.</p> <p>The Council has previously sought to address this issue through the placement of large boulders within the river as a means of directing the flow of the river.</p> <p>Rivers Agency have been consulted and have confirmed that any work within the river will require statutory approval from Rivers Agency and DAERA.</p> <p>Officers are recommending the appointment of a suitably qualified consultant/s through the SCAPE Framework to provide the consultancy support to identify the causes of the vegetation growth in this manner and the steps and possible costs to managing this part of the river to provide a more visually attractive aspect to this location.</p>
<b>3.0</b>	<b>Recommendations</b>

<p>3.1</p>	<p>Note the contents of the report.</p> <p>Approve the recommendation to appoint a suitably qualified consultant/s through the SCAPE Framework to provide the consultancy support to identify the causes of the vegetation growth in the Aughrim River adjacent to the Events Space, Kilkeel , and the steps and possible costs to managing this part of the river to provide a more visually attractive aspect to this location.</p>
<p><b>4.0</b></p>	<p><b>Resource implications</b></p>
<p>4.1</p>	<p>The funding of the consultancy support as referred to in section 2.1 above will be subject to Council Procurement policy and funded through the Facility Management &amp; Maintenance Revenue Budget.</p>
<p><b>5.0</b></p>	<p><b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b></p>
<p>5.1</p>	<p><b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input checked="" type="checkbox"/></p>
<p>5.2</p>	<p><b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
<p>5.3</p>	<p><b><i>Proposal initiating consultation</i></b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p>
	<p><i>Rationale:</i></p>

<b>6.0</b>	<b>Due regard to Rural Needs (please tick all that apply)</b>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p> <p>If no, please complete the following:</p> <p>The policy / strategy / plan / public service is not influenced by rural needs <input type="checkbox"/></p>
<b>7.0</b>	<b>Appendices</b>
7.1	<b>Appendix 1:</b> Photographs of the Aughrim River adjacent to the Events Space and Council car park
<b>8.0</b>	<p><b>Background Documents</b></p> <p><i>This relates to meeting requirements outlined in Part 8 of the Local Government Act (NI) 2014, Access to Meetings and Documents, wherein for four years after a meeting the following must be available at the Council Offices and on the website:</i></p> <p><i>Background papers which are defined as those documents relating to the subject matter of a report which:</i></p> <ul style="list-style-type: none"> <li><i>a) Disclose any facts or matters which in the opinion of the Chief Executive, the report or an important part of the report is based upon; and</i></li> <li><i>b) Have, in the Chief Executive's opinion, been relied upon to a material extent in preparing the report.</i></li> </ul> <p><i>These are documents on which the report, or an important part of the report, is based upon and have been relied upon to a material extent in preparing the report.</i></p>
8.1	None



**Appendix 1 – Photographs of Vegetation growing in Aughrim River**



View of river looking towards the bridge at Bridge Street



View of river looking down towards footbridge at bottom of Council car park



<b>Report to:</b>	Neighbourhood Services (NS) Committee
<b>Date of Meeting:</b>	21 April 2022
<b>Subject:</b>	Compost Week 2022
<b>Reporting Officer:</b>	Sinead Murphy, Assistant Director Waste Management (Acting)
<b>Contact Officers:</b>	Liam Dinsmore, Head of Waste Processing and Enforcement

		For Decision	X	For Noting Only	
<b>1.0</b>	<b>Purpose &amp; Background</b>				
1.1	The purpose of this report is to inform committee on the planned distribution of compost, produced from brown bin collections, to the general public and community and environmental groups, as during Compost Week 2022, 1 -7 May 2022.				
<b>2.0</b>	<b>Key Issues</b>				
2.1	<p><u>Compost Week</u></p> <p>Arc21, through their steering group meeting, co-ordinate the distribution of compost during compost week. 55 pallets of bagged compost (2,750 bags) have been ordered through arc21 for distribution to the public from Household Recycling Centres during Compost Week.</p> <p>Council will carry out publicity, promoting arc21 publicity material through the Council's website and social media outlets to highlight composting and recycling of food waste.</p>				
2.2	<p>In conjunction with the distribution of compost, a number of other activities will take place with associated PR activities to highlight and promote the importance of recycling food waste. These are</p> <ul style="list-style-type: none"> <li>• Publication of new collection calendars</li> <li>• Issuing of 'No food waste' stickers for placement on black bins</li> <li>• Distribution of 100 new/replacement food caddies through Elected Representatives</li> <li>• Issue of 10 Food Waste Caddies to primary schools on request (max 1000 caddies) to further promote food waste recycling in the home, as per previous Council decision.</li> </ul>				
2.3	Following committee decision agreed in August 2021, for Officers to explore the feasibility of deploying brown bins to residents of high-rise buildings, who were not previously provided with these, an application process with set criteria to establish the demand for these bins will be launched during Compost week.				
2.4	Committee is aware that options do also exist for local groups to purchase Compost for specific Projects.				

Details as follows:

**Option 1:** Specific Request from a Local Community Group who may be undertaking a local scheme (Project)

- Requests detailing what the Project is and the benefit to the local community are to be submitted to Head of Waste Processing and Enforcement,
- Head of Waste Processing and Enforcement consult with compost supplier regarding the supply of compost for the project and seek their assistance, prices. Orders to be placed through arc21.
- The Community group will be contacted regarding publicising their event.
- **COST:** Loose compost is free of charge; bagged compost has a charge to cover the cost of bag and a delivery charge will be applied.

**Options 2 and 3** Requests from Multiple Community Groups across the District

**Option 2: Loose Compost**

- Available by load and/or tote bag (1 tonne)
- **COST:** Delivery charge only (estimated at £25 per pallet)
- Delivery charge can be shared between interested groups

**Option 3: Individual bags of compost** (15-20 kgs)

- 60 bags delivered on a single pallet.
- Cost anticipated £1 per bag (currently £60 per pallet) Note: cost may rise if plastic packaging prices rise.
- Delivery charge extra, estimated at £25 per pallet.

All orders will be communicated to the arc21 Offices and will be subject to payment.

**3.0 Recommendations**

3.1 Members are asked to

- **Note and approve the distribution of compost through Household recycling Centres during Compost Week 2022 with associated publicity**
- **Note and approve the additional activities in 2.2 to highlight and promote the importance of recycling food waste.**
  1. **Publication of new collection calendars**
  2. **Issuing of 'No food waste' stickers for placement on black bins**
  3. **Distribution of 100 new/replacement food caddies through Elected Representatives**
  4. **Issue of 10 food waste caddies to primary schools on request. (Max distribution 1000 caddies), to further promote food waste recycling in the home, as per previous Council decision.**



	<ul style="list-style-type: none"> <li>• <b>Note and approve the launch of an application process, with set criteria, to establish demand for deploying brown bins to residents of high rise buildings who were not previously provided with these.</b></li> </ul>	
4.0	<b><u>Resource Implications</u></b>	
4.1	<p>Resource implications are as follows:</p> <ul style="list-style-type: none"> <li>➤ Cost associated with the purchase of compost. Estimate including delivery £6050</li> <li>➤ Officer time to complete associated activities.</li> <li>➤ Cost of brown bins: Purchase costs approx. £18,000</li> <li>➤ Printing and distribution of 'No Food Waste Stickers'.</li> </ul>	
5.0	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>	
5.1	<b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b>	
	It is not anticipated the report will have an adverse impact upon equality of opportunity or good relations	<input checked="" type="checkbox"/>
5.2	<b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b>	
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
	If yes, please complete the following:	
	The policy (strategy, policy initiative or practice and / or decision) has been equality screened	<input type="checkbox"/>
	The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation	<input type="checkbox"/>
5.3	<b><i>Proposal initiating consultation</i></b>	
	Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves	<input type="checkbox"/>
	Consultation period will be 12 weeks	<input type="checkbox"/>
	Consultation period will be less than 12 weeks (rationale to be provided)	<input type="checkbox"/>

	<i>Rationale:</i>	
<b>6.0</b>	<b>Due regard to Rural Needs (please tick all that apply)</b>	
6.1	Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service  Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>  If yes, please complete the following:    Rural Needs Impact Assessment completed	<input type="checkbox"/>
<b>7.0</b>	<b>Appendices</b>	
7.1	None	
<b>8.0</b>	<b>Background Documents</b>	
8.1	<b>NS Committee decision – August 2021 (NS/125/2021)</b>  <b>NS Committee decision – September 2021 (NS/138/2021)</b>	

<b>Report to:</b>	Neighbourhood Services (NS) Committee
<b>Date of Meeting:</b>	21 April 2022
<b>Subject:</b>	Consultation response to Mandatory Digital Waste Tracking Consultation
<b>Reporting Officer:</b>	Sinead Murphy, Assistant Director: Waste Management (Acting)
<b>Contact Officer:</b>	Liam Dinsmore, Head of Waste Processing & Enforcement

<table border="1"> <tr> <td><b>For Decision</b></td> <td><b>X</b></td> <td><b>For Noting Only</b></td> </tr> </table>		<b>For Decision</b>	<b>X</b>	<b>For Noting Only</b>
<b>For Decision</b>	<b>X</b>	<b>For Noting Only</b>		
<b>1.0</b>	<b>Purpose &amp; Background</b>			
1.1	The purpose of this report is to provide Members with a proposed response to DAERA consultation on the introduction of mandatory digital waste tracking.			
<b>2.0</b>	<b>Key Issues</b>			
	<u>Mandatory Digital Waste Tracking</u>			
2.1	<p>The Environment Act 20215 provides governments across the United Kingdom with the powers to introduce regulations to establish an electronic system for tracking waste.</p> <p>The legislation allows for those regulations to require certain information relevant to waste tracking to be recorded onto the system and contain provisions on several areas including:</p> <ul style="list-style-type: none"> <li>• accessing the data on the waste tracking system</li> <li>• fees and charges</li> <li>• exemptions and alternative requirements for digitally excluded persons</li> <li>• offences and sanctions</li> </ul> <p>Whilst waste policy is a devolved matter, the UK Government and devolved administrations have agreed to work together to develop a UK wide waste tracking service to provide a seamless system across the UK.</p>			
2.2	A copy of the proposed response to the consultation is provided at <b>Appendix I</b> .			
<b>3.0</b>	<b>Recommendations</b>			
3.1	<p><b>Members are asked to:</b></p> <ul style="list-style-type: none"> <li>• <b>Approve the consultation response to Mandatory Digital Waste Tracking Consultation</b></li> </ul>			
<b>4.0</b>	<b>Resource Implications</b>			
4.1	There are potential resource implications for the Council to consider arising from any new mandatory requirement emerging from this consultation, however these cannot be quantified at this time. As and when further information emerges, Members will be appraised of any developments.			

<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>	
5.1	<b>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</b>	
	n/a	<input checked="" type="checkbox"/>
5.2	<b>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</b>	
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
	If yes, please complete the following:	
	The policy (strategy, policy initiative or practice and / or decision) has been equality screened	<input type="checkbox"/>
	The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation	<input type="checkbox"/>
5.3	<b>Proposal initiating consultation</b>	
	Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves	<input type="checkbox"/>
	Consultation period will be 12 weeks	<input type="checkbox"/>
	Consultation period will be less than 12 weeks (rationale to be provided)	<input type="checkbox"/>
	<i>Rationale:</i> n/a	
<b>6.0</b>	<b>Due regard to Rural Needs (please tick all that apply)</b>	
6.1	Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service	
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
	If yes, please complete the following:	
	Rural Needs Impact Assessment completed	<input type="checkbox"/>
<b>7.0</b>	<b>Appendices</b>	
7.1	<ul style="list-style-type: none"> <li><b>Appendix I</b> – proposed response to the consultation on mandatory digital waste tracking.</li> </ul>	
<b>8.0</b>	<b>Background Documents</b>	
8.1	<ul style="list-style-type: none"> <li>None</li> </ul>	







Department  
for Environment  
Food & Rural Affairs



Scottish Government  
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Department of  
Agriculture, Environment  
and Rural Affairs

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Llywodraeth Cymru  
Welsh Government

# Consultation on the introduction of mandatory digital waste tracking

January 2022

# OGGL

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## Executive summary

### The case for action

The UK is committed to moving towards a more circular economy, meaning we keep resources in use for as long as possible, extract maximum value from them, minimise waste and promote resource efficiency. We need to be able to 'close the loop' by turning the waste that does end up being produced, into a resource wherever possible. To do this we must ensure we have information about what waste is being produced and where it ends up.

Over 200 million tonnes of waste is produced in the UK each year<sup>1</sup> but there is currently no single or comprehensive way of tracking it, with legislation relating to the transport, management and description of waste being introduced separately over the last 30 or so years.

Large amounts of data are either not collected or not collated centrally. Multiple IT systems collect certain elements of waste tracking data. Some are paper-based, others digital, some are run by private contractors, others by the government, and where use of existing central digital systems is non-mandatory, take up is very low. As a result, it is very difficult to determine what happens to our waste and to have a comprehensive understanding of whether it has been recycled, recovered, or disposed of.

Joining these fragmented systems up and replacing paper-based record-keeping will make it much easier and less time consuming for legitimate waste companies to comply with reporting requirements whilst making it much harder for rogue operators to compete in the industry and commit waste crime including fly tipping, deliberate misclassification of waste, illegal waste exports and the operation of illegal waste sites.

Under the current system, export of waste under Green List waste controls is a self-regulatory system; exporters of these wastes are not required to obtain consent or pay any charges to cover compliance monitoring. Consequently, exports of non-hazardous waste for recycling can leave England and Wales without the waste shipment regulators being aware who is exporting the waste, what is being exported and where it is going.

There is a financial incentive to exploit the system by operators that cut costs by exporting contaminated or lower quality wastes, and by organised waste criminals that profit through illegally exporting poor quality wastes misdescribed as material suitable for recycling.

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<sup>1</sup> [Defra's UK statistics on waste on GOV.UK](#)

Digital waste tracking will improve this, as this consultation proposes that exporters will need to enter information about the proposed export in advance of it leaving the UK and will need to provide details of where it is going. This information will enable regulators to target interventions on waste exports more effectively and stop exports they believe are illegal or will be dealt with illegally.

## Background

The governments across the UK have committed to implementing and mandating the digital recording of waste movements, subject to consultation<sup>2</sup>, and are committed to working with industry on the development of an electronic waste tracking system.

In 2020 as part of the GovTech Catalyst Challenge fund<sup>3</sup>, we developed prototypes of an electronic waste tracking service with two technology suppliers. This provided the groundwork for the development of the live service.

The IT service development is supported by a user panel of around 1,200 members representing waste producers, carriers, brokers, dealers, waste site operators, local authorities, and regulators from across the UK. Members of this panel help to develop the service by participating in user research and testing the system as it is developed.

We want to make it easy to track waste and resources in real time throughout the economy and we are aiming to deliver a waste tracking service that is simple to use and provides value for all users.

The waste tracking service will be developed in line with the UK government's guidance on using open standards<sup>4</sup>. We will use tools and infrastructure that is flexible, scalable, sustainable, and secure, designing the service based on user needs which have been developed and tested with the user panel.

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<sup>2</sup> Commitments in: [HM Government 'Our Waste, Our Resources: A Strategy for England' \(2018\)](#), [Scottish Government - Securing a green recovery on a path to net zero: climate change plan 2018-2032 update \(2020\)](#) and [Making Things Last: a circular economy strategy for Scotland \(2016\)](#), and the [Llywodraeth Cymru/Welsh Government - Beyond Recycling: A strategy to make the circular economy in Wales a reality \(2021\)](#)

<sup>3</sup> [Department for Environment, Food & Rural Affairs - Waste management: smart tracking of waste \(GovTech Catalyst\) \(2019\)](#)

<sup>4</sup> [Cabinet Office Policy Paper 'Open Standard principles' \(2018\)](#)



## Why we are consulting

The Environment Act 2021<sup>5</sup> provides governments across the United Kingdom with the powers to introduce regulations to establish an electronic system for tracking waste.

The legislation allows for those regulations to require certain information relevant to waste tracking to be recorded onto the system and contain provisions on several areas including:

- accessing the data on the waste tracking system
- fees and charges
- exemptions and alternative requirements for digitally excluded persons
- offences and sanctions

The purpose of this consultation is to present and seek thoughts on our proposals for this. We will use the feedback to review and refine our proposals which will then be reflected in secondary legislation and shape the digital design of the waste tracking service. We therefore do not intend to run further public consultations on the secondary legislation.

Whilst waste policy is a devolved matter, the UK Government and devolved administrations have agreed to work together to develop a UK wide waste tracking service to provide a seamless system across the UK. Accordingly, this consultation is being undertaken jointly by the UK Government, the Scottish Government, the Welsh Government and the Department of Agriculture, Environment and Rural Affairs in Northern Ireland.

## Associated reforms

There are several other waste related policy areas undergoing reforms which have a link to the introduction of mandatory digital waste tracking including:

The introduction of Extended Producer Responsibility<sup>6</sup> for packaging across the UK which will require information to be collected and reported about the amounts and composition of packaging that is recycled and disposed of.

Trans frontier shipments of waste - The UK Government has committed to introducing additional measures to tighten controls on waste exports including a commitment to ban the export of plastic waste to non-OECD countries<sup>7</sup> and is intending to consult separately on these reforms.

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<sup>5</sup> [Environment Act 2021](#)

<sup>6</sup> [Consultation on Extended Producer Responsibility for Packaging \(2021\)](#)

<sup>7</sup> Note: this ban already applies in Northern Ireland



Improving consistency in recycling and separate collections of recycling waste streams across the UK.

In England, a consultation on carriers, brokers, and dealers reform is being published and a consultation on the introduction of mandatory reporting of food waste by food businesses of an appropriate size is planned for early 2022. In addition, there are planned hazardous waste reforms to improve technical competency in waste classification and to encourage producers and managers to implement the waste hierarchy in respect to hazardous waste.

## **Geographical extent and definitions**

Unless otherwise stated, references to 'government' are references to the UK Government, the Scottish Government, the Welsh Government and the Department of Agriculture, Environment and Rural Affairs in Northern Ireland.

This document and descriptions of existing law therefore relate to England, Scotland, Wales, and Northern Ireland.

References to ministers are references to ministers from each government. Reference to 'the regulator' or 'regulators' are references to the Environment Agency, the Northern Ireland Environment Agency (NIEA), Natural Resources Wales (NRW) and the Scottish Environment Protection Agency (SEPA) unless stated otherwise.

Reference to 'local authorities' includes councils in Northern Ireland.

## **Audience**

Responses to this consultation are welcomed from:

- businesses and organisations involved in the management of waste including local authorities, waste management companies, waste carriers, brokers, dealers, and exporters
- other organisations such as professional and membership organisations, NGOs, consultants, and charitable organisations who have an interest in how waste is managed in the UK
- the producers of waste
- members of the public

## Responding to this consultation

None of the questions in this consultation are mandatory. If you do not want to answer all sections, you do not need to.

Please respond to this consultation in one of the following ways:

Online using the [citizen space consultation](#) online tool

For ease of analysis, responses via the Citizen Space platform would be preferred, alternatively you can respond by:

Email to: [wastetracking@detra.gov.uk](mailto:wastetracking@detra.gov.uk)

Or write to us at:

Consultation Coordinator, Detra  
2<sup>nd</sup> Floor, Foss House, Kings Pool  
1 to 2 Peasholme Green  
York  
YO1 7PX

Detra is managing the consultation process on behalf of the UK, Scottish and Welsh Governments and the Department of Agriculture, Environment and Rural Affairs in Northern Ireland.

The Scottish and Welsh Governments will have access to the consultation responses provided via the Citizen Space consultation hub.

If you would like to send a copy of your consultation response to the Scottish and/or Welsh Governments, then please send to the following addresses:

### Scotland

To respond if you are based in Scotland you can email [egce.cezw@gov.scot](mailto:egce.cezw@gov.scot)

Or write to:

Zero Waste team  
Scottish Government  
3H South, Victoria Quay  
Edinburgh  
EH66QQ

## Wales/Cymru

To respond if you are based in Wales you can email [ResourceEfficiencyAndCircularEconomy@gov.wales](mailto:ResourceEfficiencyAndCircularEconomy@gov.wales) or to respond in Welsh email [EffeithlonrwyddAdnoddauAcEconomiGylchol@llyw.cymru](mailto:EffeithlonrwyddAdnoddauAcEconomiGylchol@llyw.cymru).

## Northern Ireland

If you are responding from Northern Ireland, please ensure a copy of your response is sent by email to [WastePolicyTeam@daera-ni.gov.uk](mailto:WastePolicyTeam@daera-ni.gov.uk).

## Duration

This consultation will run for 12 weeks. This is in line with the Cabinet Office's 'Consultation Principles' which advises government departments to adopt proportionate consultation procedures. The consultation opens on 21 January 2022. The consultation closes on 15 April 2022.

## After the consultation

A summary of the responses to this consultation and the government response will be published and placed on government websites at [www.gov.uk/defra](http://www.gov.uk/defra), [www.daera-ni.gov.uk](http://www.daera-ni.gov.uk), [www.gov.scot](http://www.gov.scot) and [www.gov.wales](http://www.gov.wales)

The summary will include a list of respondents and organisations that responded but not personal names, addresses or other contact details. However, information provided in response to this consultation document, including personal information, may be subject to publication or release to other parties or to disclosure in accordance with the access to information regimes for example, Freedom of Information Act 2000 (FOIA) and the Data Protection Act 2018.

If you want information, including personal data that you provide, to be treated as confidential please say so clearly in writing when you submit your response to the consultation and explain why you need these details to be kept confidential.

If we receive a request for disclosure under the FOIA, we will take full account of your explanation, but due to the law we cannot provide an assurance that confidentiality can be maintained in all circumstances. An automatic confidentiality disclaimer generated by your IT system will not, of itself, be regarded as a confidentiality request.

Defra is the data controller in respect of any personal data that you provide, and Defra's [Personal Information Charter](#) on GOV.UK gives details of your rights in respect of the handling of your personal data.



## Compliance with the consultation principles

This consultation is being conducted in line with the consultation principles set out in the [Better Regulation Executive guidance](#).

If you have any comments or complaints about the consultation process email them to [consultation.coordinator@defra.gov.uk](mailto:consultation.coordinator@defra.gov.uk)

Or write to:

Consultation Coordinator, Detra  
2<sup>nd</sup> Floor, Foss House, Kings Pool  
1 to 2 Peasholme Green  
York YO1 7PX



## About you

Q1) Would you like your response to be confidential?

- yes
- no No

If you answered 'Yes', please give your reason

Q2) What is your full name? **Sinead Murphy**,

**Assnt Director Waste**

Q3) What is your email address? Sinead.Murphy @nmandd.org

This is optional, but if you enter your email address you will be able to return to edit your consultation response in Citizen Space at any time until you submit it. You will also receive an acknowledgement email when you submit a completed response.

Q4) Which of the following best describes who you are responding on behalf of? Select one option only, if multiple categories apply, please choose the one which best describes the organisation you are representing in your response.

- business representative organisation or trade body
- waste site operator
- waste broker or dealer
- waste transportation company or waste carrier
- waste producer
- product manufacturer
- **local authority - local authority**
- 
- community group
- non-governmental organisation
- charity or social enterprise
- consultancy
- academic or research organisation
- member of the public
- other

If you answered 'other', please provide details

If you are responding on behalf of an organisation or business, please provide the name of the organisation or business and an approximate number of staff (where applicable).

Q5) Considering who you are responding on behalf of, in what part of the UK would you say you are based or operate in? (tick all that apply)

- England
- Wales
- Scotland
- **Northern Ireland- local authority**



Q6) Would you be interested in joining our user panel? As part of the development of the digital waste tracking service we have formed a user panel of interested parties. Members of the panel are invited to participate in user research (for example, surveys, workshops, and interviews) or to test digital services as they are designed and built.

- **Yes-YES**
- no
- already signed up

You can sign up to the user panel [here](#). We also produce regular newsletters about the progress of the waste tracking service development. Join our mailing list and receive our monthly newsletters [here](#).

## What will be tracked and what will it mean for you?

### Current information recording requirements

Legislation<sup>8</sup> across the UK requires that on the transfer of waste a written description is transferred to enable other people to appropriately manage the waste. This is commonly known as the 'duty of care' requirements. For non-hazardous waste this is completed using waste transfer notes and for hazardous waste the records are called hazardous waste consignment notes (or in Scotland, special waste consignment notes).

These requirements do not apply to the occupier of a domestic property when they are dealing with waste from their household. They have a lighter touch householders' duty of care to ensure their waste is only transferred to a person who is authorised to take it. This applies to black bin bag waste as well as other items such as old mattresses, furniture, and household appliances.

There are additional recording requirements for those managing hazardous waste including the need to keep records of any materials or products produced from the treatment of the waste. These additional requirements now also apply to waste which contains persistent organic pollutants (POPs).

These are substances that are toxic, bio-accumulative, long-ranging and do not break down in the environment. While not all POPs are classed as hazardous substances, all waste containing POPs is required to be tracked in the same way as hazardous waste

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<sup>8</sup> The Environmental Protection Act 1990 for England, Scotland, and Wales and the Waste and Contaminated Land (Northern Ireland) Order 1997 for Northern Ireland



(even if it is non-hazardous waste), but we do not currently have a consistent mechanism for doing this.

Some waste management sites have waste data reporting conditions as part of their permit, licence, or exemption registration. This can include details of waste which has entered or been removed from the site as well as limited details of waste treatment, but this information is usually only required on a quarterly basis at most and does not extend to all sites that receive and manage waste.

Waste exemptions allow waste operations considered lower risk to be carried out according to general rules without the need to apply for an environmental permit or licence. There are around 60 different types of waste exemption covering a variety of activities.

While the activities they cover are deemed low risk many have the ability under the general rules which apply to them to accept large volumes of waste and to submit that waste to a wide variety of activities<sup>9</sup>. In England alone there are around 500,000 registered exemptions. We know that exemptions are often abused<sup>10</sup> and this undermines legitimate businesses in the sector<sup>11</sup>.

Without information about what is happening to waste regulated under registered exemptions, we will continue to have a big gap in our knowledge around how much and what types of waste are being re-used, recovered, or being disposed of. This will hamper our drive to move to a more circular economy and will prevent us from having complete information about hazardous waste and waste containing POPs.

## The proposals

### Waste types

We propose that controlled waste (encompassing both hazardous and non-hazardous household, commercial and industrial waste) and extractive waste (such as, from mines and quarries) are covered by information recording requirements for a digital waste tracking service.

This will standardise requirements across waste types and across the United Kingdom and ensure we have a complete picture of waste being produced and how it is managed. It

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<sup>9</sup> For example, the limit for the U1 exemption in England and Wales is currently 5,000 tonnes and in Scotland the Paragraph 19 exemption allows up to 50,000 tonnes of waste to be stored and used for construction and other relevant works.

<sup>10</sup> [Defra 'Consultation on proposals to tackle crime and poor performance in the waste sector and introduce a new fixed penalty for the waste duty of care' \(2018\)](#)

<sup>11</sup> A 2017 study by Eunomia and the Environmental Services Association estimated that if just 5% of registered exemptions were non-compliant the cost to the English economy would be £87 million a year in lost turnover to the legitimate waste management industry and lost tax revenue.



also allows for any controlled or extractive waste containing POPs to be identified in the new service and tracked accordingly.

### **Waste activities**

We propose using the waste tracking service to capture the full journey of waste from the point it is produced and transferred to another person or site, to the point it reaches its end fate. We propose harmonising the activities that are recorded in this journey for all wastes, so there is a single, comprehensive, and consistent approach which is clear to all waste holders.

We propose using the current recording requirements for hazardous waste activities as the basis for this consistent approach. Under this approach the same activities would be recorded for both hazardous and non-hazardous waste with some exceptions for non-hazardous waste at the site where it is produced.

As part of this approach, we propose recording the next destination for end of waste products and materials to obtain the full picture of what happens to all waste, including where it is circling back into the economy as a resource.

### **Waste activities to be recorded in the waste tracking service**

1. Waste transferred to another person or company (on same site or different site).

This will include transfers of waste from households to registered waste carriers, but not where household waste is collected by the local authority. Waste imported or exported under Article 18 Green List Waste controls<sup>12</sup> ('Green List Waste Controls') will also be included.

2. Waste moved between sites managed by the same person.
3. Waste treated on site by the waste holder.
4. Waste that has undergone treatment to ensure that it is subsequently suitable for reuse, recycling, recovery, or disposal.
5. Waste that has been discharged, disposed of, or recovered including through reuse or recycling.
6. End of waste products or materials<sup>13</sup> that are produced from waste and subsequent transfer to next destination. Limited to first movement or sale of products after production.

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<sup>12</sup> [Green List Waste Controls](#)

<sup>13</sup> Products and materials produced from waste that are no longer deemed to be waste and have achieved end of waste status. This may be through compliance with; retained EU law versions of EU regulations (such

## What will this mean for you?

### Business waste

As a business disposing of waste instead of having paper-based records for the waste removed from your premises, there will be a digital record created on the waste tracking service. Your waste carrier will be able to enter this record for you, but as now, you will need to check the details are correct.

It will be easier than ever before to see exactly what happens to your waste, making your duty of care responsibilities much more straightforward. Where you have the same type of waste, regularly collected by the same carrier, the service will be designed in a way to save you even more time.

### Household waste

As a household resident this will not change your council bin collections. When you get other waste collected, in a skip for example, either put there by you or by tradespeople working for you, the person or business collecting the waste will need to create a digital record.

They will give you a unique identifier, which if you want to, you can use to see what happens to your waste, giving you reassurance that the waste has been disposed of properly and helping to reduce the risk of fly tipping.

### Local authorities

As a waste collection authority, you will not need to track waste from individual household collections. Waste will need to be recorded in the service when it arrives at a receiving site and then further tracked in the service as required from there.

If you provide paid for waste collections for commercial business or industrial premises, then you will need to record those waste movements from the producers' premises.

Much of the information you previously had to gather and report through Waste Dataflow will now be on the waste tracking service so there will no longer be a need for you to report this separately. You will have much more timely information as to what is happening to waste in your area.

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as the EU end of waste regulations), Quality Protocols (or future Resource Frameworks) that apply within the relevant nation, case by case decisions from the relevant environmental regulator, or through business self-assessment in accordance with legislation.

## Waste site operators

As a waste site operator such as any site accepting waste including registered exemptions, you will need to record details of the waste you receive on site and then subsequently what you do with it, digitally on the waste tracking service rather than using a paper-based system.

Through the digital service we intend to provide you with user friendly and customisable summaries and reports about the waste you're handling, helping you to make more informed decisions about your business operations and helping you comply with any waste permits, licences, or registrations you hold.

## Waste importers and exporters

As a waste importer or exporter, you will need to record details of waste you intend to import or export under Green List Waste controls onto the waste tracking service. You will continue to use the existing International Waste Shipments online system to record any notifiable exports.

Those involved in transporting the waste for export within the UK will be adding their information to the waste tracking service so you will have a timely understanding of where any waste you are managing is at any point in the movement, allowing you to comply with your duty of care responsibilities.

## Environmental regulatory officers

As an environmental regulatory officer, you will have access to comprehensive and timely information about all waste movements and activities within your area. This will help you to detect waste that disappears or does not reach the next stage of the chain (which could indicate that it's been illegally dumped) and to provide evidence as to who may be responsible for it, such as:

- waste being stockpiled at sites
- waste descriptions that change unexpectedly (possible landfill tax avoidance)
- unusual patterns of waste transfers (indicating potential fraud schemes)

Q?) Do you agree or disagree with the waste types we are proposing to be tracked?

- **Agree-Agree**
- disagree
- no opinion

If you answered 'disagree', please tell us why



Q8) Do you agree or disagree with our proposals for which waste activities will be recorded in the waste tracking service?

- Agree
- **Disagree-Disagree**
- no opinion

If you answered 'disagree', please tell us why

Wastes received by Council Services are checked by Council staff with arrangements in place to segregate wastes, either in colour coded bins or where received at HRC sites, directed into identified containers,

In the view of the Council there is no need to introduce any additional checks for accepted wastes received by Council Staff.

To do otherwise will introduce significant additional checking and recording requirements on the Council with staffing implications.

Difference may apply for Bulky Collection Service, provided by the Council for which a record is already captured and for which service records could be digitized but for which collection no weight details will be available at point of collection and will not be available until delivered to Councils point of disposal (either at HRSC where it will be off-loaded to designated waste stream) or to reprocessor where waste will be received and recorded.

In these scenarios, existing arrangements are considered to be appropriate.

Wastes received from Commercial premises e.g., shops are addressed as above with only permitted wastes collected.

Council will not collect certain types of wastes and as such current waste tracking process is considered to be acceptable with end destinations, as previous, with onus on the Waste Reprocessor to report as appropriate.

Issue arises for unlicensed carriers attempting to bring wastes to Council Facilities e.g., Man with a Van.

In this respect Council does propose to implement a Permit System, in attempt to minimize access for such carriers and to attempt to ensure such carriers who are operating for Hire/Reward are not accepted at Council Sites.

Carriers in this category will be required to record their transactions under Duty of Care with householders required to ensure they have been issued with appropriate assurances as to the end destination for wastes as did originate at their property.

#### When waste tracking will not be required

We do not wish to deter waste producers from treating non-hazardous waste to enable it to be managed further up the waste hierarchy such as by re-using, recovering, or recycling it.

We are therefore proposing that for non-hazardous waste only, there will not be a need to



record details of the following activities at the site of production:

- waste treated on site by the waste holder.
- waste that has undergone treatment to ensure that it is subsequently suitable for reuse, recycling, recovery, or disposal.
- waste that has been discharged, disposed of, or recovered including through reuse or recycling.

This also applies to several registered waste exemptions which do not involve the transfer of waste in or out of the place where they are registered for example, D2 - burning plant tissue and untreated wood from joinery activities (England and Wales) or the equivalent Paragraph 30 Burning plant tissue waste on land in the open in Northern Ireland and Scotland.

## Requirements for waste managed in other scenarios

Aside from waste permits, licenses or registered exemptions, waste can also be managed under several other types of authorisation, such as:

Non-Waste Framework Directive exemptions which allow the temporary storage of waste in certain circumstances for example, a shop which provides a container for customers to deposit waste batteries.

Low Risk Waste Positions (known as Regulatory Position Statements in Scotland and in Wales, Low Risk Waste Recovery Operations) which cover specific activities that an environmental regulator has decided it won't normally take enforcement action where a person has complied with all the relevant conditions. For example, LRWP 11 Storing and dismantling waste domestic gas meters.

Regulatory Position Statements (known as Regulatory Decisions in Wales) which tend to cover broader instances and usually for a temporary period where an environmental regulator has decided it won't normally take enforcement action against a person who has complied with all the conditions in that Regulatory Position Statement or Regulatory Decision. An example of this is RPS 224 which allows the collecting of non-hazardous, non-food waste from different premises at a single site.

Where these currently involve a need to record waste movements or transfers under Duty of Care, similar records will be required on the waste tracking service.

However, where these authorisations allow for further waste activities to take place for example, disposal, recovery or treatment, there are currently no specific requirements around recording details of this and there are options for requiring this under the new waste tracking service including:

- requiring full details (as in the 'Waste activities to be recorded in the waste tracking service' section)
- exempting them from the need to provide this further information, noting that this would present a gap in our overall waste picture
- a mixture, with some specified activities coming with a requirement to record these details and others that do not

Q9) Do you agree or disagree with our proposals for when waste tracking will not be required?

- **Agree- Agree**
- disagree
- no opinion

If you answered 'disagree', please tell us why

Q10) Do you have any views about how we should incorporate waste activities conducted under Non-Waste Framework Directive exemptions, Low Risk Waste Positions and Regulatory Position Statements into the waste tracking service? Should we:

- a) require full details (as above in the 'Waste activities to be recorded in the waste tracking service' section),
- b) exempt them from the need to provide this further information, noting that this would present a gap in our overall waste picture,
- c) **have a mixture of a) and b), with some specified activities coming with a requirement to record these details and others that do not**
- d) do something else to incorporate them.

If you answered (d), please provide details.



## What reporting regimes will be included in the service?

Once the new waste tracking service is live, information about waste transfers, movements and activities will be recorded in one place and therefore we will be able to remove many of the existing separate reporting requirements for businesses and local authorities including:

- quarterly permitted and licensed site returns
- hazardous waste returns (England and Wales)
- waste summary returns (Northern Ireland)
- complex exemption returns that may be required by SEPA (Scotland)
- local authority waste collection and treatment information
- in Northern Ireland - prenotification of hazardous waste consignment notes and submission of Annex VII forms to NIEA
- in Scotland - pre-shipment submission of Annex VII forms and submission of hazardous or special waste consignment note deposit copies to SEPA

Q11) Do you agree or disagree with our proposals to remove the requirement to submit information or waste data returns as listed, once the waste tracking service is live?

- agree
- **disagree-disagree**
- no opinion

If you answered 'disagree', please tell us why

Currently Council s work towards a calculation of quarterly statistical returns which are used to inform decisions regarding waste collection activities and funding, as well as informing stakeholders(public) as to impacts.

It is unclear as to how this essential statistical information will be available.

## Information recorded on the waste tracking service

The ability to track waste effectively from production to end fate is currently hindered by the fact that for the majority of waste movements and transfers (non-hazardous and Green List Waste) there is no legal requirement for a unique identifier to be applied.

There is also no consistent process for tracking waste which is rejected by a site and this provides the opportunity for waste to be deliberately re-classified incorrectly in order to be accepted at another site, thereby posing a risk to the environment, undermining legitimate businesses, and potentially avoiding costs that might otherwise need to be paid for example, higher rates of landfill tax.

To address the issues with the current system of waste information reporting we are proposing the recording of some additional information in the waste tracking service as set out in Table 1 below.

Not all information requirements will be applicable to all users of the waste tracking service. Their relevance will depend on the type of waste being handled or the type of

waste movement being undertaken and someone's role within that process.



**Table 1 - information to be recorded in the waste tracking service**

Information	Description
Unique identifier	All movements of waste between producer to receiving site will have a unique identifier generated by the service.
Waste classification	Inclusion of fields to record details of who classified the waste (in addition to the waste description information which is currently already required)
Waste destination details	Details about intended receiving site will need to be provided for all waste movements, including the type of authorisation held by the receiving site, for example, permit, exemption, or low risk waste position.
Standard Industrial Classification (SIC) Codes	<p>SIC codes are used to indicate the type of process or industry that generated the waste.</p> <p>This is useful information for identifying patterns and trends about waste generation that can be used to inform policy making.</p> <p>SIC codes are currently required for hazardous waste consignments but we are proposing extending this to all waste movements or transfers from commercial premises.</p>
Rejected or quarantined loads details	The service will incorporate a consistent process for identifying waste which has been rejected and its subsequent transfer or movement to ensure full auditability.
Waste treatment details including end fate of waste	<p>Details of the treatment of all types of waste (as per the '<a href="#">Waste activities to be recorded in the waste tracking service</a>' section) will need to be recorded.</p> <p>Details of waste treatment is already mandatory for hazardous waste and for waste shipped under Green List Waste controls. It is also required on site returns for many permitted waste sites.</p> <p>Expanding this requirement to cover all controlled and extractive waste would give us a much better understanding of the different treatments that are taking place and to what degree.</p> <p>This could help to inform policies around different treatment activities, waste infrastructure as well as providing information on the availability of treated waste for new and innovative products or industrial processes.</p>
Persistent Organic Pollutants (POPs) identification	The new waste tracking service will include a way to indicate that waste contains POPs (basic information) and potentially details on what those POPs are and level of content (enhanced information).

Information	Description
Details of end of waste products and materials produced	Information required here may include basic details such as description including weight and volumes, in addition to details of any applicable standards, quality protocols, resource frameworks or end of waste decisions (including self-assessment of end of waste status) that are associated with the product or material.
Onward destination of end of waste products or materials	Requirements here may include address and contact details for the onward destination of any end of waste products or materials (limited to the first movement), the description and weight or volume of products moved to each destination, and the details of when that movement took place.
Nation specific requirements	<p>We will use the waste tracking service to incorporate any existing or future nation specific waste information recording requirements.</p> <p>For example, in Scotland where from 2025 biodegradable municipal waste will be banned from landfill. Where the waste is classified as one of several specified codes the waste holder will need to record that the waste is either:</p> <ul style="list-style-type: none"> <li>• not from a 'municipal' source or,</li> <li>• has been treated and complies with the relevant biodegradability test</li> </ul> <p>There may be other information requirements due to other reforms such as those on extended producer responsibility and separate waste collections.</p>

Q12) Do you agree or disagree with the information recording proposals in Table 1?

a) A system-generated unique identifier

- agree
- **disagree-disagree**
- no opinion

If you answered 'disagree', please tell us why

As advised above, wastes received by Council are already sorted into various waste streams and as such no additional classification is required

b) Details of the person who classified the waste

- **Agree -agree**
- disagree
- no opinion

If you answered 'disagree', please tell us why

- c) Details about the destination for all waste movements, including the type of authorisation held

- **Agree-Agree**
- disagree
- no opinion

If you answered 'disagree', please tell us why

- d) Standard Industrial Classification (SIC) code

- Agree- **Agree**
- disagree
- no opinion

If you answered 'disagree', please tell us why

- e) Details of rejected or quarantined loads

- **Agree- Agree**
- disagree
- no opinion

If you answered 'disagree', please tell us why

- f) Details of waste treatment

- **agree Agree**
- disagree
- no opinion

If you answered 'disagree', please give your reasons

- g) Persistent Organic Pollutants (POPs) identification

- agree
- **disagree- disagree**
- no opinion

If you answered 'disagree', please tell us why

Council does not accept wastes, considered as intentionally produced chemicals, considered hazardous. It is up to the producer to provide a takeback scheme.

Other household wastes e.g., WEEE are already separated,

More work is required in this area as part of the Producer Responsibility to identify relevant waste streams and cost implications but in the interim Council continues to accept approved wastes as part of Household and Commercial waste collections.

- h) Details of end of waste products and materials produced

- **Agree- agree**
- disagree
- no opinion

If you answered 'disagree', please tell us why

- i) Information about onward destination of end of waste products or materials

- **Agree- agree**
- disagree

- no opinion

If you answered 'disagree', please tell us why



- j) Nation specific requirements for any existing or future requirements
- **Agree- agree**
  - 
  - disagree
  - no opinion

If you answered 'disagree', please tell us why

Q13) Persistent Organic Pollutants - how much information about POPs do you think should be recorded in the service?

- a) basic level - indication that waste contains POPs only
- b) enhanced level - additional details on the specific POPS contained in the waste and the content level of the POPs
- c) **other**
- d) no opinion

If you answered (c) please provide details

POP is already contained in many items already received at HRC sites, with other deemed hazardous items not received. It would be helpful to review all items received to best assist with identifying hazardous items.

Q14) Is there any other information related to waste management that you think should be recorded in a new digital waste tracking service?

- **Yes-yes**
- no
- no opinion

If you answered 'yes', please provide details

Permitted wastes to be received at Council Waste Facilities to be better explained for public consumption, to assist public with a better understanding as to purchase decision and to inform them better as to responsibility to dispose of such wastes at waste end-of-life.

## Recording treatment and product details

Currently any recovery or disposal treatments or activities that waste holders submit waste to are recorded using the most appropriate D or R Code as set out in the relevant waste permitting or licensing legislation<sup>14</sup>.

We are considering how best to record waste recovery treatments and disposal methods in the new waste tracking service, and we would be interested to understand your views on this.

Q15) Are you familiar with the existing D and R codes?

- **Yes-Yes Disposal and Recovery Codes**
- not applicable to you

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<sup>14</sup> The Environmental Permitting (England and Wales) Regulations 2016 for England and Wales, the Waste Management Licensing (Scotland) Regulations 2011 for Scotland and for Northern Ireland the Waste Management Licensing Regulations (Northern Ireland) 2003.

Q16) Do you find D and R codes easy to apply?

- yes
- no
- **not applicable to you- not applicable to you**
- 

If you answered 'no', please tell us why you find them hard to apply

Q17) Do you have any suggestions as to how recovery or disposal activities should be recorded in the waste tracking service?

- yes
- **no -No**

If you answered 'yes', please provide details

Q18) End of waste products or materials - do you use any existing standard codes or descriptions to record end of waste products produced from waste?

- yes
- **no-No**

If you answered 'yes', please provide details

## Dangerous goods regulations

In England and Wales hazardous waste consignment notes currently contain a section to record information required by the Dangerous Goods regulations<sup>15</sup>. In Northern Ireland, a separate Dangerous Goods note is required. Legislation allows for the required information to be provided in a digital format, provided the information is presented and available during transport.

The waste tracking service could be used to record dangerous goods information, provided that the information was entered in advance of the movement taking place, but it may be that carriers would prefer to use other alternative methods or systems that they already have.

Q19) Do you transport hazardous waste?

- yes
- **no -no transported where required by Hazardous Waste Haulier**

Q20) How do you currently record dangerous goods information?

- **paper record recorded as Consignment note**
- digital record
- both
- not applicable

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<sup>15</sup> The Carriage of Dangerous Goods and Use of Transportable Pressure Equipment Regulations 2009

Q21) Where do you think information demonstrating compliance with the Dangerous Goods Regulations with regards to the movement of waste should be recorded?

- in the new waste tracking service
- somewhere else
- **no opinion. no opinion.**
- 

If you answered, 'somewhere else', please provide details



## Waste hierarchy

Legislation across the UK<sup>16</sup> places a duty on waste holders to take all measures reasonable in the circumstances to apply the waste hierarchy on the transfer of waste. The hierarchy involves 5 actions that can be taken with regards to waste in the following priority order:

- prevention
- preparation for re-use
- recycling
- other recovery, for example, for energy recovery
- disposal

Across the UK, waste transfer notes and hazardous waste consignment notes differ in their inclusion of waste hierarchy related requirements. It would be possible to include a field in the new digital waste tracking service for users to indicate compliance with the waste hierarchy elements of the applicable duty of care code of practice. This would harmonise the approach across the UK, but we would like to explore if there are more effective ways in which to promote and invigorate the application of the waste hierarchy across all waste holders (producers, carriers, brokers, importers, operators of waste sites).

Q22) If you produce, manage or handle waste in any way, were you aware of your duty to apply the waste hierarchy prior to reading this consultation?

- **Yes - yes**
- no
- not applicable

Q23) Do you think waste holders including producers should record their compliance with the application of the waste hierarchy in the Waste Tracking service?

- yes
- **no-No**
- no opinion

If you answered 'yes', please tell us how you think this should be done

If you answered 'no', please tell us how you think it should be demonstrated

Householders already sort their waste in accordance with direction and demonstrating good compliance. Householders are informed as to requirements of system/obligations by Council. Householders using HRC sites are directed to sort wastes to relevant containers. Reprocessors awarded Contracts are required to achieve best recycling targets and adherence to Waste Hierarchy, in contracts as issued/awarded.

<sup>16</sup> In England and Wales this is the Waste (England and Wales) Regulations 2011, in Northern Ireland the

Waste Regulations (Northern Ireland) 2011 and in Scotland Section 34(2A) of the Environmental Protection Act 1990

## Ways to enter information

We want to make sure that all those required to input information onto the waste tracking service can do so easily and with minimum inconvenience to their current ways of working.

We therefore intend to develop a service (for both English and Welsh speakers) that will allow information about waste to be entered in a variety of ways, enabling operators to continue to use their own systems where possible.

Based on our user research we have identified the following as requirements for data entry options:

- a) Manually type in records - either using an online form or mobile app provided by the Waste Tracking Service.
- b) Upload data from existing spreadsheets - where waste records are held in existing spreadsheets this data could be copied or transferred into a standardised spreadsheet provided by the Waste Tracking Service which would then be uploaded onto the service website.
- c) Upload data from existing waste tracking software via a spreadsheet - data in existing waste tracking software\* could be exported into a standardised spreadsheet provided by the Waste Tracking Service which would then be uploaded onto the service website.
- d) Directly transfer data from existing waste tracking software (or through use of barcodes and QR codes) to the Waste Tracking Service - data in existing waste tracking software\* could be directly transferred to the Waste Tracking Service (without using a spreadsheet) via an Application Programming Interface (API) which enables two software programs to directly share data. An API would also allow for the entry of data through scanning of digital tags or codes such as QR codes.

\*Existing software could be a COTS (commercial off the shelf) application or a bespoke application you have developed yourself or had developed for you.

A helpdesk facility (helping in English and Welsh) will be available to assist users experiencing any difficulty entering the necessary information into the service.

Appropriate and practical data standards, for example, standard address formats or waste descriptions are important for ensuring the quality and consistency of information, reporting and data analysis and where auto-population of certain information may be appropriate. We intend to work with members of the user panel to develop a consistent open data standard for entering the required information on the waste tracking service.



Q24) If you are likely to need to enter data into the waste tracking service, which of the options would you use for the majority of your data entries?

- a) manual entry
- b) data upload from existing spreadsheet records onto a waste tracking service standard spreadsheet
- c) data upload from existing waste tracking software onto a waste tracking service standard spreadsheet
- d) direct data upload via an application programming interface (API)
- e) **something else**
- f) no opinion

If you answered, 'something else', please provide details

It is considered that a hybrid will evolve, incorporating existing standard reporting for Waste Data Flow and other recording, still to be developed.

Q25) When recording data in your current systems, do you use any form of data standard?

- yes
- **no-actual details are recorded as audited for waste data flow**

If you answered 'yes', please tell us what these data standards are

## When information must be recorded

Our ambition is for all waste movements and transfers (except in some cases where there are existing prenotification requirements) to be recorded on the waste tracking service in real time which means information is entered onto the service at the point waste is being moved from one place or person to another.

It is likely that within the waste industry there will be some businesses for whom real time recording suits their operation, but for others it may take longer to make the changes needed to incorporate real time tracking into their business processes.

It may also be easier to move to real time waste tracking for some types of waste, for example for hazardous waste, as current requirements for completing the documentation for a waste movement are more akin to 'real time' recording.

Real time recording would present many benefits in terms of improving the regulator's ability to conduct effective monitoring and enforcement of those carrying out illegal activities by; reducing opportunities for data to be deliberately manipulated, enabling them to monitor sites and operators under investigation and by providing them with the information to allow them to take action to prevent illegal activity occurring in the first place.

Engagement with industry however has told us that if we introduced mandatory real time tracking of waste movements too soon there could be a detrimental impact on the quality of data inputted due to the reduced ability to quality check the data before it is entered.



Q26) Do you agree or disagree with our ambition for real time recording of waste movements and transfers?

- agree
- **disagree**
- no opinion

If you answered 'disagree', please tell us why

I have argued that this is best achieved at time of delivery to Waste Processor

Q27) For the following types of waste movements or transfers, how long do you think you would need to transition to real time recording?

**Table 2 - time needed to transition to real time recording**

Movements or transfers of...	Less than 1 year	1 to 3 years	More than 3 years	Not applicable
Hazardous Waste	Currently recorded 4 days before movement by Consignment Note system			
Non-hazardous waste	Wastes are currently recorded in real time at point of delivery			
Green List Waste imports or exports				N/A

Q28) What are the main barriers or motivators that will influence the time it takes you to transition to real time reporting?

Given the above, we are assuming that when the waste tracking service goes live there will be a mixture of users; some who will be able to and want to record information in real time and some that will require time to transition to recording information in real time.

We therefore intend to provide some flexibility for all users around when information will be required to be recorded on the service during a transitional period of a length to be determined and informed by responses to the previous question. Providing this flexibility however brings with it challenges around how we ensure the tracking service can work practically, as demonstrated in the scenario below:



In this scenario we are assuming that:

- each movement of waste from a waste producer to waste receiving site will have a unique identifier generated by the waste tracking service and,

- the waste carrier will record information on the waste tracking service on behalf of the waste producer.

If the waste carrier who is not operating using real time recording takes the waste collected from the producer to the waste receiving site, it will not yet have a unique identifier associated with it. This will hinder the waste receiving site who wants to operate and record information about the waste being received in real time.

Unless some form of paper record is still required to travel with the waste in all cases (for waste moved under Green List Waste controls there will remain a need for a paper copy of the record to travel with the waste) then the receiving site will not be able to conduct sufficient checks on what the waste is or where it has come from, as this information will not be travelling with the waste.

This will also impact on the regulator's ability to conduct effective 'on the ground' compliance or cradle to grave checks. Opportunities for waste to be mismanaged or 'lost' will continue to exist.

As such we are proposing that a certain amount of information about all waste movements and transfers will be required in advance of a waste movement, with further details being confirmed or submitted as appropriate by different parties at a later stage.

Details of the proposed processes for the recording of information about specific types of waste movement can be found in:

- [Annex A](#) for hazardous and non-hazardous waste movements
- [Annex B](#) for Green List Waste exports
- [Annex C](#) for Green List Waste imports

Note that requirements under regulations made for the introduction of mandatory digital waste tracking will only apply to those operating within the UK and therefore those parties outside of the UK involved in Green List Waste imports or exports, will not be subject to the requirements.

Q29) Do you agree or disagree with the overall proposed process set out in:

Annex A for hazardous and non-hazardous waste movements?

- agree
- **disagree**
- no opinion

If you answered 'disagree', please tell us why

I have argued that this is best undertaken at point of waste receipting at the reprocessor. delivered either by the Council or by Councils Contractor.

All wastes received either by Refuse Lorry/Contractor are accompanied by a DOC detailing type of waste, where it originated and where received. Point of receipt details the relevant weight and this should be sufficient without additional cost

Annex B for Green List Waste exports?

- agree
- disagree
- **no opinion**

If you answered 'disagree', please tell us why



## Annex C for Green List Waste imports?

- agree
- disagree
- **no opinion**

If you answered 'disagree', please tell us why

Q30) How far in advance of a waste movement should the information listed under Step 1 in each of the processes be entered onto the waste tracking service?

## Annex A hazardous and non-hazardous waste movements

- **any time before the waste movement**
- at least 1 day before
- at least 3 days before
- other (please provide details)

## Annex B Green List Waste exports

- any time before the waste movement
- at least 1 day before
- at least 3 days before
- **other** (please provide details) **N/A**

## Annex C Green List Waste imports

- any time before the waste movement
- at least 1 day before
- at least 3 days before
- **other** (please provide details) **n/a**

Q31) Who should be responsible for entering the information listed under Step 1 in Annex A in advance of the movement of hazardous or non-hazardous waste?

- waste producer
- **waste carrier**
- waste broker or dealers
- any of the above
- other

If you answered 'other', please provide details

Q32) Within what time frame should waste carriers enter the information as required in Step 2 Annex A and Step 4 for Annex B?

## Annex A hazardous and non-hazardous waste movements

- **24 hours-hazardous wastes by definition should be transferred as soon as possible and as such current 4x day pre-notification should be varied where appropriate**
- 48 hours
- 3 working days
- 1 week
- other

If you answered 'other', please provide details

### Annex B Green List Waste exports

- 24 hours
- 48 hours
- 3 working days
- 1 week
- **Other/A**

If you answered 'other', please provide details

Q33) Do you think there should be any difference in the requirements depending on whether hazardous or non-hazardous waste is being handled?

- **yes**
- no
- no opinion

If you answered 'yes', please provide details

**Consideration should be given that hazardous waste, by definition is hazardous and should be transferrable as quickly as possible.**

### Waste receiving sites

Where non-hazardous or hazardous waste is taken to a receiving site under the processes set out in Annex A (step 3) or Annex C (step 4), operators of these sites will be required to enter information on the waste tracking service about:

- a) the waste received at their sites
- b) the disposal, recovery, preparation for re-use or treatment of waste, including information about any end of waste products or materials produced from it (see ['Information recorded on the waste tracking service'](#) section)

Q34) Within what time frame should waste receiving sites be required to provide this information?

- a) information about the waste received at their sites:
  - 24 hours
  - 48 hours
  - 3 working days
  - 1 week
  - **other**
  - no opinion

If you answered 'other', please provide details

**Details to be recorded within the terms/timeline of any contracted Invoicing and reporting arrangement.**

- b) information about the disposal, recovery, preparation for re-use or treatment of waste, including information about any end of waste products or materials:
  - 24 hours
  - 48 hours
  - 3 working days
  - 1 week

- **other**
- no opinion

If you answered 'other', please provide details

**Details to be recorded within the terms/timeline of any contracted Invoicing and reporting arrangement.**

## Season tickets

Where non-hazardous waste movements and transfers would currently be recorded using a season ticket, we are considering how best these can be incorporated within the new waste tracking service.

Options for this could include:

- a requirement to upload or log an agreement signed and agreed by both parties involved in the series of movements which is updated on an annual basis if still required and/or
- the ability to clone a previous waste tracking service record and update the date and time details for individual movements or transfers

Q35) Do you have any comments to make about this proposal or how you would like to see these movements incorporated in the waste tracking service?

- **yes**
- no

If you answered 'Yes', please provide details

The Council already provides a season ticket to its Trade Waste Customers to demonstrate a level of pre-treatment and destination for processing. As such no further tracking is required as only permitted wastes are received by the Council.

Should businesses undertake waste movements with others, they will be required to track their waste.

## Roles and responsibilities

Current roles and responsibilities for those who handle waste are set out in the relevant waste legislation<sup>17</sup> and duty of care codes of practice across the United Kingdom. These set out the roles and responsibilities of the different types of people involved in waste production and management including waste producers, carriers, managers, brokers, dealers, and householders.

The current systems for recording waste transfers or movements however present challenges for some parties in the waste chain, particularly producers, from being able to demonstrate compliance with their duty of care.

Once the waste has been removed from their premises it is very difficult for waste producers to get any further evidence about how the waste has been handled or treated after that point. In most cases they will not even be assured that the waste has been received by the intended facility.

We propose that following the introduction of mandatory digital waste tracking the main changes to roles and responsibilities for waste holders are set out in Table 3 below. These do not apply to householders.



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<sup>17</sup> Environmental Protection Act 1990 for England, Wales, and Scotland and the Waste and Contaminated Land (Northern Ireland) Order 1997 for Northern Ireland.

**Table 3 - waste tracking roles and responsibilities for waste holders**

Role	Responsibilities
All	<p>Must register on the waste tracking service (either themselves or via another registered user)</p> <p>Must follow the required processes (where applicable) for recording any rejected waste in the waste tracking service</p> <p>Must follow any required processes for recording compliance with the waste hierarchy</p> <p>Must make any necessary updates to the waste tracking service record to ensure there is a complete and accurate record of all relevant waste removed, transported, or received</p>
Waste producers, carriers, brokers, or dealers (including those arranging shipments for Green List waste movements)	<p>Must ensure that an initial record for the waste movement is created on the waste tracking service (either by themselves or a third party) and a unique identifier is generated (via the service) before waste is removed</p>
Waste producers only	<p>Unless entering information onto the waste tracking service themselves, producers must provide the waste carrier, broker, or dealer with either:</p> <ul style="list-style-type: none"> <li>• a suitable description of the waste to enable them to adequately classify the waste or</li> <li>• details of the waste classification(s) and of who classified it for entry onto the waste tracking service</li> </ul> <p>Producers must also provide any other information the waste carrier, broker or dealer needs to ensure an initial record can be created on the waste tracking service prior to waste being moved</p> <p>Must ensure required entries about waste activities at site of production are made on the waste tracking service as per the requirement under the 'Information to be recorded' section</p>
Waste carriers only	<p>Must ensure that all parties involved in the waste movement are registered on the waste tracking service prior to any waste being moved (unless they are a householder or non-UK operator)</p> <p>Must provide the unique identifier for a waste movement or transfer to all parties involved (including householders). Note, this does not apply to local authorities collecting household waste from domestic properties</p> <p>Must only transfer waste to a site legally able to accept it</p>
Brokers and dealers only	<p>Must ensure that all parties involved in the waste movement are registered on the waste tracking service prior to any waste being moved (unless they are a householder or non-UK operator)</p> <p>Must only arrange for waste to be taken to a site legally able to accept it</p>

Role	Responsibilities
Operators of waste receiving sites only	<p>Must only accept waste with a unique identifier (generated via the waste tracking service)</p> <p>Must check waste is as described and that they are permitted or have capacity to accept it</p> <p>Must ensure required entries are made on the waste tracking service as per the requirements under the 'information to be recorded' section</p> <p>Note that if an operator of a waste receiving site sends waste to another site for further treatment, recovery, or disposal, then the role of producer will be assumed and the requirements for a producer must be followed.</p>

### Householders

Householders will not be required to use the waste tracking service, they will still be required to take all reasonable measures available to them to ensure their waste is only transferred to an authorised person, as they do now.

Any waste to be removed from a householder's property by a waste carrier (excluding local authorities) should not be moved until a record has been created in the waste tracking service by the waste carrier and a unique identifier has been applied to the movement by the service.

### Waste producers

Waste producers will continue to have responsibility over how their waste is subsequently handled and therefore we are proposing that when a record is updated or created on their behalf by the waste carrier, the producer should confirm the information that has been recorded.

This is akin to current requirements for producers or consignors to sign a waste transfer note or hazardous waste consignment note when waste is collected.

There are different ways that this confirmation could be given through the waste tracking service, including:

1. Within the service - the producer is notified of the unique identifier for a record and must access the waste tracking service to view and confirm the information by pressing a button.
2. Via an emailed summary of each record - the producer is sent a summary of the recorded information and a digital signature is requested and obtained outside of the waste tracking service. In the background, this links to and updates the waste tracking record to note the producer's confirmation.
3. By exception - the producer could be emailed (or for the digitally excluded, posted) a periodic summary of the waste movements from their premises.



If a producer believed any information on a waste tracking service record was inaccurate then documenting their efforts to resolve the issue with the waste carrier or raising a query within the waste tracking service would indicate fulfilment of this aspect of their duty of care.

Q36) Do you agree or disagree with the proposed requirements for each of the roles in Table 3?

- a) Requirements common to all
- agree
  - **disagree**
  - no opinion

If you answered 'disagree', please tell us why

For wastes collected by the Council, these wastes are checked by Council staff and not collected/received if do not comply with direction.

As such, first level of tracking for these wastes is only required at point of delivery to the reprocessor who can record all appropriate detail, having confirmed contains no non-target wastes as per Contract requirements.

- b) Requirements common to waste producers, carriers, brokers, or dealers
- **agree**
  - disagree
  - no opinion

If you answered 'disagree', please tell us why

- c) Requirements applicable to waste producers only
- **agree**
  - disagree
  - no opinion

If you answered 'disagree', please tell us why

- d) Requirements applicable to waste carriers only
- **agree**
  - disagree
  - no opinion

If you answered 'disagree', please tell us why

- e) Requirements applicable to brokers or dealers only
- **agree**
  - disagree
  - no opinion

If you answered 'disagree', please tell us why

- f) Requirements applicable to operators of waste receiving sites only
- **agree**
  - disagree
  - no opinion

If you answered 'disagree', please tell us why



Q37) How should waste producers be required to confirm the information recorded for their waste movements?

- option 1 within the waste tracking service
- **option 2 through an emailed summary**
- option 3 by exception
- another way
- no opinion

If you answered, 'another way', please provide details

There should be no requirement on householders or persons delivering waste to a HRC site to confirm any information. Commercial premises will have detail of their waste arrangements with the Council and any wastes delivered to HRC sites will be accepted within site acceptance permissions.

Reprocessors can e-mail details of wastes received and processed to end destinations on a summary detailed in contract documentation.

Within the UK there are a proportion of individuals who are deemed to be 'digitally excluded' and powers in the Environment Act 2021 enabling the introduction of digital waste tracking require that the regulations include an exemption for digitally excluded persons<sup>18</sup> from any requirement that would involve the use of electronic communications or the keeping of electronic records. The regulations can however impose alternative requirements on those persons.

We are proposing an alternative process for digitally excluded people to enable them to provide their information in a non-digital way, and for this information to then be entered onto the waste tracking service (by the regulator for example) to ensure we have a full record of waste movements and activities. These alternative provisions would be two-fold:

- 1) A telephone service would be provided to enable digitally excluded people to register for the waste tracking service and to provide the required information in advance of a waste movement (as detailed in ['When information must be recorded'](#)) to obtain a unique identifier for that movement.
- 2) A postal service would be provided to enable any remaining information about a transfer to be submitted and for waste receiving sites to provide the detailed information about how waste has been treated (as per the ['Information recorded on the waste tracking service'](#) section).

Any subsequent transfers of waste or end of waste products or materials out of a receiving site operated by a digitally excluded individual would need to be reported through the telephone service as above.

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<sup>18</sup> Defined in the Environment Act 2021 as a person a) who is a practicing member of a religious society or order whose beliefs are incompatible with using electronic communications or keeping electronic records b) for whom it is not reasonably practicable to use electronic communications or to keep electronic records for any reason (including age, disability, or location)

This model enables the more time critical information regarding a waste movement to be captured quickly through the telephone service but allows for other information to be submitted in slower time.

There will also need to be some controls around the registration of digitally excluded individuals to ensure only those who are legitimately digitally excluded use the alternative provisions. Abuse of these alternative provisions could lead to inaccurate or incomplete data in the waste tracking service.

Therefore, the general principles we will adopt are that:

- digitally excluded individuals will be required to provide the same information as other users of the waste tracking service
- digitally excluded individuals will need to register as a digitally excluded user via the alternative mechanism provided, and give details of any relevant waste site permissions held - this information will then be loaded into the waste tracking service (by the regulator for example) so that the details are available for other waste tracking service users to select in the service when necessary
- those registering as a digitally excluded user will need to provide specified information and evidence as to why they consider themselves to be digitally excluded

There will be a way to identify digitally excluded users in the service, for example by some form of marker, so that regulators can expect information to be provided by that user via the alternative method and to allow others in the chain to continue to add their information about a waste movement or transfer

Q38) Do you agree or disagree with the general principles as set out above regarding digitally excluded individuals subject to waste tracking requirements?

- **Agree. On basis that householders and commercial premises serviced by the Council have no requirement to provide details**
- disagree
- no opinion

If you answered, 'Disagree', please tell us why

Q39) Do you agree or disagree with the proposed alternative methods for digitally excluded individuals to provide the required information?

- **agree on basis that householders and commercial premises serviced by the Council have no requirement to provide details**
- disagree
- no opinion

If you answered, 'Disagree', please tell us why

Q40) How long should digitally excluded users be given to provide the information required via the postal service element of these provisions? For example, updated waste movement information or details of waste treatment or production of materials from waste.

- 7 Days
- 14days
- **1 month as per reprocessing outlets**
- other
- no opinion

If you answered 'other', please provide details



## Data retention, access, and confidentiality

A new waste tracking service will include details of:

- names and addresses of waste producers - both household and commercial
- business names and addresses (or personal details in the case of sole traders) of waste industry operators including waste carriers, brokers, dealers, and businesses operating waste receiving and processing sites
- names of waste company staff for example, site managers and drivers
- information regarding what waste permits or licenses or waste authorisations are held by waste industry operatives for example, waste exemptions, permits or licenses, and carrier's registrations
- movements of waste between specified holders, including date, time, waste description and the parties that have been involved in a waste movement or transfer
- how waste is being treated on a site, for example when and how it is disposed of, recovered, or what treatment processes it is subjected to
- any products or materials being produced from waste and where these go to - limited to the next destination only

The following groups will have different levels of access to the waste tracking service, and the limits of what they will be able to see will be dependent on their access level as set out in Table 4.

**Table 4 - proposed types of information access for the waste tracking service**

Service user	Level of information access
Relevant government officers and environmental regulators	Relevant information on the waste tracking service about waste movements within the country in question and where any movements have gone in or out of that country.
Tax authorities	Relevant information about the disposal of waste at landfill sites. Consideration will be given to providing direct access to this information in the service or through the environmental regulators.
Waste scheme administrators	Information relevant to the scheme in question, for example for Extended Producer Responsibility, relevant information is likely to include information about tonnages and types of certain waste handled by local authorities and waste receiving sites.
Local authorities	Information on local authority managed waste being produced, transported, or disposed or recovered within their local authority area. Where waste produced in a particular authority is transferred to a location outside of that local authority's area, the original local authority will be able to view the end fate of that waste.



Service user	Level of information access
<p>Businesses involved in waste movements - commercial waste producers, carriers, brokers, dealers, waste receiving sites.</p>	<p>Will be able to see and edit records that they are a party to.</p> <p><u>Producers and carriers</u> will be able to see details of the waste movements or transfers up to the point the waste has been accepted at the first receiving site.</p> <p>We will be investigating ways in which the 'end fate' of a particular load of waste is recorded or determined, and we would seek to be able to provide waste producers with more insight of this to improve their understanding and decision making regarding their waste.</p> <p><u>Waste receiving sites</u> will have additional access to record and view data relating to the treatment, recovery, disposal of waste on their site or relating to the production of products and materials from waste.</p>
<p>Household waste producers</p>	<p>Will have access (view only) to records they are a party to via a unique identifier provided by their waste carrier. They will be able to see details of who the carrier was and where the waste was taken.</p> <p>Note, this is for privately organised waste collections only, not household waste collections by the local authority.</p>
<p>Wider public and interested parties</p>	<p>We propose that the waste tracking service will have a public facing interface and through that interface users would be able to create, and view summary reports including information on:</p> <ul style="list-style-type: none"> <li>• types and amounts of waste generated</li> <li>• types and amounts of waste handled or treated by particular types of sites</li> <li>• end fate of waste</li> <li>• origin of waste in terms of general area</li> </ul> <p>This is similar to the information that is already publicly available.<sup>19</sup></p> <p>Through the new service we would also seek to provide access to information on:</p> <ul style="list-style-type: none"> <li>• types and amounts of products and materials being produced from waste</li> </ul>

<sup>19</sup> Available via: [Data.gov.uk 2019 Waste Data Interrogator](#), Llywodraeth Cymru/Welsh Government - [StatsWales](#) and Scotland's environment - [environment web](#)

Q41) Do you agree or disagree with the proposed level of access to information for each of the different types of users as set out in Table 4?

a) Relevant Government officers & environmental regulators

- **agree**
- disagree
- no opinion

If you answered 'disagree', please tell us why

b) **Tax authorities**

- **agree**
- disagree
- no opinion

If you answered 'disagree', please tell us why

c) Waste scheme administrators

- **agree**
- disagree
- no opinion

If you answered 'disagree', please tell us why

d) Local Authorities

- **agree**
- disagree
- no opinion

If you answered 'disagree', please tell us why

e) Businesses involved in waste movements

- **agree**
- disagree
- no opinion

If you answered 'disagree', please tell us why

f) Producers and carriers

- **agree**
- disagree
- no opinion

If you answered 'disagree', please tell us why

g) Waste receiving sites

- **agree**
- disagree
- no opinion

If you answered 'disagree', please tell us why

h) Household waste producers

- **agree**
- disagree
- no opinion

If you answered 'disagree', please tell us why

- i) Wider public and interested parties
  - **agree**
  - disagree
  - no opinion

If you answered 'disagree', please tell us why

Q42) Do you agree or disagree that waste producers should be able to see information about the end fate of their waste?

- **agree**
- disagree
- no opinion

If you answered 'agree', please provide details of what you think this should include

If you answered 'disagree', please tell us why

## **The Data Protection Act 2018 and the UK General Data Protection Regulation (GDPR)**

The Data Protection Act 2018 controls how personal information is used by organisations, businesses, or the government. It is the UK's implementation of UK GDPR, which requires a lawful basis for collecting and processing personal data. In the case of the overall operation of the waste tracking service, this lawful basis will be that the processing of personal data is 'necessary for the performance of a task carried out in the public interest'. The data will be stored and processed primarily for the purpose of ensuring that there is an accurate record of waste movements and treatment.

For those entering personal data onto the service the lawful basis will be that the processing is 'necessary for compliance with a legal obligation to which the controller (the person entering the personal data onto the service) is subject', it will be necessary to process the personal data because there will be waste tracking regulations that require it.

Regulators may process the personal data in relation to compliance monitoring or for the enforcement of relevant legislation. The data may also be processed by the UK Government or regulators for the purpose of creating reports for statistical analysis. These reports will not include information that would identify people.

With regard to the data controller as defined by the UK GDPR<sup>20</sup> we would view all those with a high level of access to the data as data controllers. This will include the relevant

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<sup>20</sup> GDPR defines a 'controller' as meaning: 'the natural or legal person, public authority, agency or other body which, alone or jointly with others, determines the purposes and means of the processing of personal data, where the purposes and means of such processing are determined by ... law, the controller or the specific criteria for its nomination may be provided for by ... law'

government departments across the United Kingdom, the environmental regulators, and local authorities.

The data processor as defined by the UK GDPR<sup>21</sup> will be the primary supplier of the live IT service who will be acting on behalf of the relevant government departments across the United Kingdom.

### **Managing sensitive information**

There may be instances where the inclusion of information relating to movements of waste may be deemed sensitive, for example where the information may identify the address of a particularly sensitive location or information about activities at a location which if disclosed could be contrary to the interests of national security.

There will be a mechanism in the waste tracking service to enable the exclusion of such information on this basis from the required records. This could include the need to contact the regulator to notify them of a record that should be managed sensitively and provide the reasons why.

The regulator would then be able to raise a unique identifier in the service with limited information, restricted if necessary, to just waste types and volumes to enable others further down the chain to record their information.

We will test options for this with members of the user panel as part of the development of the service.

### **Data retention**

The new waste tracking service will not only act as a record keeping facility for those involved in waste movements, but it will be a central record enabling users and interested parties to obtain data on waste activities to allow them to conduct analyses and identify patterns and trends.

We are therefore proposing that some records on the waste tracking service will be retained for longer than the current requirements; for a period of 20 years or until a permit or license is surrendered, except for landfills where records will be kept for a further 20 years following surrender.

We propose that after a period of 6 years, certain information on individual records, such as personal data and electronic signatures will be anonymised and other non-personal data, which may be of use for statistical purposes, will be retained.

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<sup>21</sup> The GDPR defines a 'processor' as meaning, 'a natural or legal person, public authority, agency or other body which processes personal data on behalf of the controller'.



Where records relate to an ongoing investigation or enforcement by a regulator, personal data may be retained for a longer period until the relevant case is closed.

Q43) Do you agree or disagree with our proposals on UK GDPR?

- **Agree-standard GDPR applies**
- disagree
- no opinion

If you answered 'disagree', please tell us why

Q44) Do you agree or disagree with our proposals on managing sensitive information?

- **Agree-standard GDPR applies**
- disagree
- no opinion

If you answered 'disagree', please tell us why

Q45) Do you have any comments about our proposals (or your needs) for data retention?

- yes
- **no**

If you answered 'yes', please provide details

## Enforcement

The Environment Act 2021 provides powers to allow for waste tracking regulations to include provisions creating criminal offences punishable with a fine, in respect of failures to comply with the regulations. The regulations can also include provisions about the imposition of civil sanctions by an enforcement authority.<sup>22</sup>

We are proposing that waste tracking regulations would create the offences as set out in Table 5 below.

A regulator could pursue a range of responses for these offences including interventions such as advice and guidance or warning letters or criminal enforcement procedures including the issuing of a formal caution, or proceedings to prosecute. Prosecution would usually be the last resort and generally reserved for the most serious breaches of the legislation. Powers in the Environment Act 2021 dictate that the punishment that could be given following successful conviction, is restricted to a fine. The amount of this fine would be determined by the court in line with relevant sentencing guidelines.

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<sup>22</sup> The Environment Agency, the Natural Resources Body for Wales (NRW), or a waste collection authority for an area in England or Wales, and in Northern Ireland, the Department. Scottish Ministers already have powers in relation to Fixed Monetary Penalties and Variable Monetary Penalties under the Regulatory Reform (Scotland) Act 2014.

Table 5 also sets out which offences we intend to enable the regulators to apply monetary civil sanctions for should a business or individual breach a specified requirement in the waste tracking regulations. We also intend that compliance notices will be available for enforcement authorities to issue for all these offences.

**Table 5 - proposed waste tracking offences and the monetary civil sanctions which may be applied**

<b>Criminal offence</b>	<b>Fixed monetary penalty</b>	<b>Variable monetary penalty</b>
Failure to register on the waste tracking service where required	Yes	No
Intentionally or recklessly providing incomplete or false information in a digital record	No	Yes
Move or receive waste without a unique identifier (generated via the waste tracking service)	No	Yes
Failure to update or confirm information in a digital waste record in the required timeframe	Yes	No
Failure to provide information required by the waste tracking regulations to other persons	No	Yes

Legislation<sup>23</sup> which sets out the overarching duty of care for waste will also be amended to specify the requirement for those beholden to the duty of care to:

- transfer waste only to someone who is authorised and registered on the waste tracking service
- ensure there is an accurate waste description available digitally upon transfer (to another party or place)
- take all such measures as are reasonable in the circumstances, to prevent any contravention by the party to whom waste is transferred to or from

<sup>23</sup> For Great Britain this is: [Section 34 of the Environmental Protection Act 1990](#) and for Northern Ireland this is [Section 5 of The Waste and Contaminated Land \(Northern Ireland\) Order 1997](#)



## Determining variable monetary penalties

We intend to enable enforcement authorities to determine appropriate levels for variable monetary penalties based on factors to be set in the regulations. This would allow the regulator to set a penalty amount in any particular case that reflects the seriousness of that case.

The factors to be set out in the regulations are likely to include:

- the level of harm and nature of the breach
- culpability of the organisation and or person involved
- size of the organisation
- history of non-compliance

Q46) Do you agree or disagree with the proposed offences and associated enforcement options as set out in Table 5?

- **Agree-additional information required regarding enforcement authorities**
- disagree
- no opinion

If you answered 'disagree', please tell us why

Q47) Do you think there should be a maximum limit for variable monetary penalties set out in legislation?

- yes
- **no-to be set by the court if offense falls outside a preset fine for any offence.**
- no opinion

If you answered 'yes', please provide details of what you think this limit should be

## Regulatory functions

The Environment Act 2021 provides the powers for the environmental regulators across the UK to recover costs incurred in performing the functions to be conferred on them by the waste tracking regulations. We are proposing conferring the following indicative functions on the relevant environmental regulators.

- responsibility for the ongoing operation and maintenance of the waste tracking service
- to conduct audits of information on the waste tracking service to check accuracy and compliance with data entry requirements
- to identify those not complying with the requirements to use the waste tracking service and bring them into compliance
- to provide and manage alternative provisions for the digitally excluded
- to maintain other digital systems which support the operation of the waste tracking service for example, public registers for waste carriers, brokers, and dealers
- collection of regulatory fees or charges payable
- analysis and retrieval of data from the waste tracking service, for example for compliance monitoring or charging purposes

Funding of direct enforcement work relating to those committing offences such as investigating with a view to prosecution, taking enforcement action for non-compliance with a compliance notice or issuing penalties, is not normally recoverable through fees or charges unless specifically provided for through legislation.

Q48) Do you agree or disagree with our proposed functions for environmental regulators?

- **agree**
- disagree
- no opinion

If you answered 'disagree', please tell us why

Q49) Do you think costs relating to the investigation of, and enforcement action taken against, those not complying with the requirements of waste tracking should be recoverable through the fees and charges for users of the waste tracking service? (please provide more information to support your answer if you wish)

- yes
- **no-excessive costs should be recoverable against those prosecuted in court.**
- no opinion

## Charging

In line with the polluter pays principle it is intended that once the electronic waste tracking service goes live the costs for the ongoing operation and maintenance of the service and associated regulatory work will be met by the service users. The Environment Act 2021 includes powers to recover these costs.

The environmental regulators will be considering necessary amendments to their existing charging frameworks, for example for hazardous waste, and will consult on any proposed changes to charges separately.

The questions in this consultation focus on how the future costs of operating and maintaining the waste tracking live service should be recovered. Responses to these questions will be used by the regulators to inform the development of their charging frameworks.

### **Who should pay the IT service operation and maintenance costs?**

**Option A** - the person or business who enters the preliminary waste tracking information (completes Step 1 in Annexes A to C)

This is likely to be either a waste producer, a waste carrier, or a waste dealer or broker (note further down the chain a receiving site may also become a 'waste producer').



The charges would be directly linked to the level of service use, but it could discourage use of the system by waste producers who may be more likely to delegate initial entries to waste carriers.

**Option B** - a user group, for example either:

- all registered users of the waste tracking service,
- a single type of service user for example waste carriers

The system charges would be shared equally between those in the selected group.

This would present a simple model that is easy to understand but charging all registered users could be a significant administrative burden.

**Option C** - existing waste related fee payers

The waste tracking service will support compliance monitoring of existing waste regimes across the UK - such as hazardous waste, waste licensing and permitting, and the registration of waste carriers, brokers, and dealers. It could also support the operation of Extended Producer Responsibility for packaging.

Existing fee payers will account for most of the waste movements recorded on the waste tracking service, however this option would mean that any users of the waste tracking service who are not already subject to any existing charges, for example some holders of waste exemptions and waste producers, will not directly share the costs of the service charges.

**What type of cost should it be?**

**Option 1** - a 'per record' fee

Those subject to the charge would pay a given fee for each waste transfer or movement record created.

This would enable charges to be directly linked to level of service use but given the high number of predicted waste transfer records, the individual per record fee is likely to be very small and impractical to administer for small numbers. This could be counteracted by using a credit system from which individual record fees would be deducted.

**Option 2** - a flat annual fee

System charges are divided amongst those liable for the charge, to create a flat annual fee. We would seek to build into this model proportionality based on business size.

This would be a simple model that is easy for people and businesses to understand and incorporate into their costs, but it doesn't link to level of system usage so is potentially unfair to low level users.

**Option 3** - increase to existing fees

Where there are already waste regimes that impose charges, for example for hazardous waste movements, these charges could be increased to incorporate the waste tracking service charges.

Some of the existing charging powers such as that for hazardous waste are broad enough to incorporate these charges without legislative amendment. However, others are more limited in scope, for example environmental license or permit charges must relate to specific activities, such as the granting of a license or the subsistence of that license. Legal charging powers may therefore need to be amended.

**How should the costs be collected?****Option X** - on-submission payment facility

Payment for a waste movement is taken at the time a waste movement is initiated on the service or a direct debit agreement is created to take payment soon afterwards.

Users will pay accurately for the level of service received but the service cost is likely to be very small per transaction and individual payments may require a manual payment authorisation step that is not feasible for use with Application Programming Interfaces (APIs).

**Option Y** - credit system

Service users would have an account to which they can add purchased 'credits' or top up with funds. Payments or credits for waste movements would be taken from a user's account.

Provided users do not overestimate the number of credits they need then they will pay accurately for their level of service use and it avoids the need for regulators to pursue debts.

**Option Z** - regulators recover service costs through existing fees and charges mechanisms

Service costs would be charged through whatever mechanisms are currently used to charge relevant regulatory fee payers, for example through invoicing.

This option would be simple to administer but is only compatible with a charging model where existing regulatory fee payers share the service charges.

Q50) What is your preferred option for who should pay the IT service operation and maintenance costs?

- option A - the person or business who enters the preliminary waste tracking information
- option B - a specific user group
- **option C - existing waste related fee payers**
- other
- no opinion

If you selected 'Option B- a specific user group', please tell us what user group(s) this should be. If you selected 'Other', please provide further details

Q51) What is your preferred option for what type of cost it should be?

- option 1 - a per record fee
- **option 2 - a flat annual fee graduated by tonnage**
- option 3 - an increase to existing fees
- other
- no opinion

If you selected 'Other', please provide further details

Q52) What is your preferred option for how the costs should be collected?

- option X - on-submission payment facility
- option Y - credit system
- **option Z - environmental regulators recover service costs through existing fees and charges**
- other
- no opinion

If you selected 'Other', please provide further details



## Implementation

We are working towards a target date for go live of a central digital waste tracking service from 2023 to 2024 dependent on the IT development and the transition needs of businesses.

Once live there are various options for the transition of recording waste movements onto the service, including:

1. Mandating that all required users use the service from the point it goes live
2. Allowing the voluntary use of the service for a specified period, during which time existing requirements will continue to apply (the waste tracking service could be used to demonstrate compliance with those requirements)
3. Initially only mandating the use of the service by a specified type of user or type of waste movement, for example for waste moved under Green List Waste controls, and further waste movement and activities are made mandatory overtime.

Q53) Which approach to getting all users onto the waste tracking service do you think we should adopt?

- option 1 - everyone must use the service from the day it goes live
- option 2 - voluntary use for a specified length of time, then mandatory for all
- **option 3 - mandating some waste holders use the service or certain types of waste movement must be recorded on the service first then on-boarding others over time**
- something else
- no opinion

If you answered, 'Option 3, which users or waste types do you think should be mandated first and why?

**Waste Processors currently are required to provided end-destinations for wastes. Others could then be brought into the system. Councils report as to end-destinations provided by the Waste Processors with requirement this be provided with a required detail.**

If you answered, 'Something else', please provide details

### Existing systems and legislative changes

The introduction of a central mandatory service for digital waste tracking will mean that some existing IT systems which form part of the current processes for recording waste movements will be made redundant.

This includes the Electronic Duty of Care system (EDOC) which was an IT system that allowed users to create and store some types of waste movement records, and much of the functionality of Waste Dataflow which is an electronic system through which local authorities report data to government on their municipal waste collections.

A range of legislative amendments will also be required to legislation across the United Kingdom, including (but not exhaustively limited to) legislation relating to the waste duty of



care, hazardous waste, shipments of waste, waste permitting and licensing and in Wales the statutory use of Waste Dataflow by local authorities.

The waste duty of care codes of practice will also need to be revised, including to remove any references to EDOC now it has been decommissioned.

### **Costs and benefits of transitioning to digital waste tracking**

In the impact assessment published alongside this consultation, we have estimated the potential costs involved for businesses to transition to a central waste tracking service based on a survey conducted with members of our user panel, but we would like to use this opportunity to gather this information from a wider audience.

Q54) Considering your answer to question 24 in the '[Ways to enter information](#)' section, how much do you think it will cost your organisation to transition to this way of working?

Please provide costs in pounds for the first year only and only include new additional costs associated specifically with the waste tracking service, not costs for staff and infrastructure that would be incurred in the absence of the new waste tracking service.

- staff training (cost for the total number of hours across all necessary staff)
- familiarisation time (cost for the initial time spent getting to understand the system - cost of the total number of hours across all necessary staff)
- requirements familiarisation (time to understand new legal requirements - cost of the total number of hours across all necessary staff)
- customer engagement (for example, communications to customers around any new processes you will be adopting to comply with the new system, or what they need to do to comply)
- changes to current IT systems (this could include, for example, the cost of the total hours spent updating your current spreadsheet to align with a standardised template, or decommissioning any current IT you have)
- provision of any on-site technology (such as the cost of tablets or smartphones for waste collection operatives to record waste transactions on-site in real-time)
- other (please describe)
- 

**It is not possible to quantify this aspect in isolation from all other issues raised above. Implementation of differing proposals will provide additional costs and additional requirements placed on reprocessors will likely be passed back to Councils.**

Q55) Do you think your organisation would make any savings by transitioning to this way of working? Such as from:

- a reduction in data storage costs
- a reduction in time spent checking data quality
- savings in not having to complete and submit waste returns to regulators
- a reduction in time spent obtaining and providing waste information from or to customers
- other (please describe)

Please provide a savings figure for each of the following potential savings' items, if relevant, and any other potential savings you think you would make. Provide savings for the first year only.

As Question 54

Q56) Alongside this consultation we have published an impact assessment setting out the costs and benefits we foresee from the introduction of a mandatory digital waste tracking service, based on assumptions made from the evidence currently available.

Have we made any assumptions that you disagree with?

- yes
- no
- no opinion. Assessment not possible at this point. More information

If you answered 'yes', please tell us why you disagree and if possible, provide details of better information we could use to inform our assumptions.

### **Consultee Feedback on the Online Survey**

Q57) Overall, how satisfied are you with our online consultation tool?

- Very satisfied
- Satisfied
- **Neither satisfied nor dissatisfied**
- Dis-satisfied
- Very dissatisfied
- Don't know

Please give us any comments you have on the tool, including suggestions on how we could improve it.



## Annex A: future mandatory digital waste tracking processes for non-hazardous and hazardous waste movements

Step	What	When	Who
1	<p>Information regarding the movement of waste is entered onto the waste tracking service and a unique identifier is generated.</p> <p>Information to be entered:</p> <ul style="list-style-type: none"> <li>▪ producer or holder details</li> <li>▪ waste description and details (including SIC code of process giving rise to the waste)</li> <li>▪ carriers' details and vehicle details if known</li> <li>▪ broker or dealer details (if applicable)</li> <li>▪ planned date of movement</li> <li>▪ details of destination site (including details of waste authorisation permission in force)</li> <li>▪ for hazardous waste movements only: consignor agreement that they will advise carrier of any special handling requirements</li> </ul>	See 030	See 031
2	<p>Carrier collects waste. Digital waste transfer record is updated to:</p> <ul style="list-style-type: none"> <li>▪ add vehicle registration details</li> <li>▪ add driver name</li> <li>▪ confirm date and time of collection</li> <li>▪ add mode of transport (if not road)</li> <li>▪ update and/or confirm waste types and volumes</li> <li>▪ confirm waste taken to the proposed destination site</li> </ul> <p>If waste is passed to subsequent carriers then they would also need to complete this step</p>	See 032	Waste carrier
3	<p>Waste is taken to a receiving site. Digital waste transfer record is updated to:</p> <ul style="list-style-type: none"> <li>▪ confirm date and time waste was received</li> <li>▪ confirm and/or update the waste types and volumes</li> <li>▪ provide details for rejected loads (if applicable)</li> </ul>	See 034	Waste receiving site

## Annex B: future mandatory digital waste tracking processes for Green List Waste exports

Step	What	When	Who
1	<p>Information regarding shipment is entered onto the waste tracking service and unique identifier is generated.</p> <p>Information to be entered:</p> <ul style="list-style-type: none"> <li>▪ proposed or actual date of exporting shipment (updated as necessary)</li> <li>▪ carrier details</li> <li>▪ waste generator details - where waste is being collected from including business and/or person details</li> <li>▪ where waste is going</li> <li>▪ waste ID codes</li> <li>▪ waste description</li> <li>▪ countries involved</li> <li>▪ waste quantities</li> </ul>	See Q30.	Person arranging shipment
2	<p>First carrier collects waste. Updates digital waste transfer record to:</p> <ul style="list-style-type: none"> <li>▪ add vehicle registration details</li> <li>▪ add driver name</li> <li>▪ confirm date and time of collection</li> <li>▪ add mode of transport (if not road)</li> <li>▪ update and/or confirm waste types and volumes</li> </ul>	See Q32.	Waste carrier
3	If waste is passed onto another UK carriers then those carriers should complete Step 2	Not applicable	Waste carriers
4	Carrier takes waste to final UK destination for export. Carrier enters date and time arrived at site	See Q32.	Waste carrier
5	<p>Waste travels to and arrives at intended non-UK receiving site or a receiving site in Northern Ireland (when shipping from Great Britain to Northern Ireland).</p> <p>Note: proposals around what information should be required from non-UK receiving sites to confirm receipt is to be considered as part of a separate consultation on wider reforms around trans frontier shipments of waste</p>	To be confirmed (TBC)	TBC

A paper copy of the electronic record will still be required to accompany the waste. It will be the responsibility of the person arranging the shipment or the waste carrier to ensure a paper record is produced. The waste tracking service will include the ability to print a copy of a record.



## Annex C: future mandatory digital waste tracking processes for Green List Waste imports

Step	What	When	Who
1	<p>Information regarding shipment is entered onto the waste tracking service and a unique identifier is generated.</p> <p>Information to be entered:</p> <ul style="list-style-type: none"> <li>▪ proposed or actual date of importing shipment (updated as necessary)</li> <li>▪ UK carrier details</li> <li>▪ waste generator details - where waste is being collected from including business and/or person details</li> <li>▪ proposed destination for the waste</li> <li>▪ waste ID codes</li> <li>▪ waste description</li> <li>▪ countries involved</li> <li>▪ waste quantities</li> </ul>	See Q30.	Importer <b>(UK based only)</b>
2	<p>First carrier collects waste within the UK, updates digital waste transfer record to:</p> <ul style="list-style-type: none"> <li>▪ add vehicle registration details</li> <li>▪ add driver name</li> <li>▪ confirm date and time of collection</li> <li>▪ add mode of transport (if not road)</li> <li>▪ update and/or confirm waste types and volumes</li> </ul>	See Q32.	Waste carrier
3	If waste is passed onto another UK carriers then those carriers should complete Step 2	<b>Not applicable</b>	Waste carriers
4	<p>Waste is taken to UK receiving site. Digital waste transfer record is updated to:</p> <ul style="list-style-type: none"> <li>• confirm date and time waste was received</li> <li>• confirm or update the waste types and volumes</li> <li>• provide details for rejected loads (if applicable)</li> </ul>	See Q34	Waste receiving site

Where waste is imported from outside the UK a paper copy of the movement will still be required to accompany the waste to satisfy the requirements of the exporting country.

<b>Report to:</b>	Neighbourhood Services (NS) Committee
<b>Date of Meeting:</b>	21 April 2022
<b>Subject:</b>	Chewing Gum Clean-Up Fund Expression of Interest
<b>Reporting Officer:</b>	Sinead Murphy, Assistant Director: Waste Management (Acting)
<b>Contact Officers:</b>	Liam Dinsmore, Head of Waste Processing & Enforcement Peter Whyte, Head of Refuse & Cleansing

<table border="1"> <tr> <td><b>For Decision</b></td> <td><b>X</b></td> <td><b>For Noting Only</b></td> <td></td> </tr> </table>		<b>For Decision</b>	<b>X</b>	<b>For Noting Only</b>	
<b>For Decision</b>	<b>X</b>	<b>For Noting Only</b>			
<b>1.0</b>	<b>Purpose &amp; Background</b>				
1.1	The purpose of this report is to seek the approval of the Committee to submit an expression of interest application to a recently established Chewing Gum Clean-Up Fund.				
<b>2.0</b>	<b>Key Issues</b>				
	Chewing Gum Clean-Up Fund				
2.1	Keep Britain Tidy will launch a new fund to tackle chewing gum staining in May. The Chewing Gum Task Force Grant Scheme is open to Councils across the UK who wish to clean the gum off the pavements in their local areas and invest in long-term behaviour change to prevent gum from being dropped in the first place. In the first year of the scheme, more than £1.7 million has been invested by chewing gum producers.				
2.2	The Chewing Gum Task Force brings together some of the country's major chewing gum producers, as well as some producers of nicotine replacement therapy gum. Under the scheme, administered by independent environmental charity Keep Britain Tidy, the firms will invest up to £10 million over five years to help reduce chewing gum pollution. Grants of up to £20,000 are available to individual Councils in England, Northern Ireland, Scotland and Wales to fund street cleansing and/or the purchase of cleaning equipment. Larger grants of up to £70,000 are available for two or more Councils working together to achieve greater impact.				
2.3	Councils will also benefit from a bespoke gum litter prevention package, including targeted behaviour change signage and advice to encourage people to bin their gum. Previous pilots run by Mars Wrigley and Behaviour Change using this signage have reduced gum littering by up to 64%. The fund is now open to Expressions of Interest, where Councils can also find all the information they will need to apply. Formal applications will be welcomed in a two-week window between Monday 9 and Monday 23 May 2022, and decisions will be announced by the end of May 2022.				
2.4	The key issue for Members to consider is that this scheme compliments Members priorities as represented by the Enforcement Improvement Plan, as well as the Cleansing Review. It is therefore recommended that Members approve Officers preparing an expression of interest application. Members will be provided with a further update at the Committee meeting in May 2022.				



<b>3.0</b>	<b>Recommendations</b>	
3.1	<b>Members are asked to:</b> <ul style="list-style-type: none"> <li>• <b>Approve Officers preparing an expression of interest application to the Keep Britain Tidy Chewing Gum Clean-Up Fund.</b></li> </ul>	
4.0	<b>Resource Implications</b>	
4.1	There are no resource implications attached to this report.	
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>	
5.1	<i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i>	
	n/a	<input checked="" type="checkbox"/>
5.2	<b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p>	
	The policy (strategy, policy initiative or practice and / or decision) has been equality screened	<input type="checkbox"/>
	The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation	<input type="checkbox"/>
5.3	<b><i>Proposal initiating consultation</i></b> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves</p> <p>Consultation period will be 12 weeks</p> <p>Consultation period will be less than 12 weeks (rationale to be provided)</p> <p><i>Rationale:</i></p> <p>n/a</p>	
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
<b>6.0</b>	<b>Due regard to Rural Needs (please tick all that apply)</b>	
6.1	Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p>	

	Rural Needs Impact Assessment completed	<input type="checkbox"/>
<b>7.0</b>	<b>Appendices</b>	
7.1	<ul style="list-style-type: none"><li>• None</li></ul>	
<b>8.0</b>	<b>Background Documents</b>	
8.1	<ul style="list-style-type: none"><li>• None</li></ul>	

<b>Report to:</b>	Neighbourhood Services Committee
<b>Date of Meeting:</b>	21 <sup>st</sup> April 2022
<b>Subject:</b>	Use of herbicides across the Council Estate 2021 and 2022
<b>Reporting Officer (Including Job Title):</b>	Kevin Scullion, Assistant Director Facilities Management and Maintenance
<b>Contact Officer (Including Job Title):</b>	Jonathan Ellis, Grounds Maintenance Manager

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

<b>For decision</b>	<input type="checkbox"/>	<b>For noting only</b>	<input checked="" type="checkbox"/>
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<b>1.0</b>	<b>Purpose and Background</b>																								
1.1	The purpose of this report is to provide the Committee with an update on meeting the Councils objective to phase out completely the use of herbicides containing glyphosate for controlling weeds and invasive species on Council property within 3 years (from 1 <sup>st</sup> January 2020) or as soon as possible.																								
<b>2.0</b>	<b>Key issues</b>																								
2.1	<p>Background information on commitment made – Full Council Meeting January 2020</p> <p><b>To undertake a 12-month review with a target to phase out completely the use of herbicides containing glyphosate for controlling weeds and invasive species on Council property within 3 years or as soon as possible.</b></p> <p>This target is set on usage of herbicides containing glyphosate for financial year 2018/19. The quantity used during this time was approximately 1115 litres.</p> <p>This amounted to an actual 498.2 litres of the chemical constituent glyphosate across both legacy locations.</p> <table border="1" data-bbox="256 1458 1302 1731"> <thead> <tr> <th colspan="4"><b>Specific Herbicide Application 2019</b></th> </tr> <tr> <th><b>Location</b></th> <th><b>Herbicide</b></th> <th><b>Herbicide Litres</b></th> <th><b>Actual Glyphosate Litres</b></th> </tr> </thead> <tbody> <tr> <td>Newry</td> <td>Roundup</td> <td>900</td> <td>432</td> </tr> <tr> <td>Downpatrick</td> <td>Roundup</td> <td>115</td> <td>55.2</td> </tr> <tr> <td></td> <td>CDA Roundup</td> <td>100</td> <td>11</td> </tr> <tr> <td><b>Totals</b></td> <td></td> <td><b>1115</b></td> <td><b>498.2</b></td> </tr> </tbody> </table> <p>A report was provided in March 2021 to this committee for usage in calendar year 2020 which reported that there was an approximate reduction of 25% based on usage of herbicides containing glyphosate compared to the financial year 2018/19 (base year).</p>	<b>Specific Herbicide Application 2019</b>				<b>Location</b>	<b>Herbicide</b>	<b>Herbicide Litres</b>	<b>Actual Glyphosate Litres</b>	Newry	Roundup	900	432	Downpatrick	Roundup	115	55.2		CDA Roundup	100	11	<b>Totals</b>		<b>1115</b>	<b>498.2</b>
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	<p>Analysis for the calendar year 2021 showed that in that calendar year there was a 50% reduction based on usage of herbicides containing glyphosate for financial year 2018/19 (base year).</p> <p>For the calendar year 2022 there is an expected 75% reduction based on usage of herbicides containing glyphosate for financial year 2018/19 (base year).</p> <p>The original expectation was for glyphosate to be phased out in 2023. See Appendix 1 - Current Applied and Proposed Product Applications 2019 – 2023 for projections.</p> <p>Adhering to the above is not possible without significant issues with weed growth and unkempt prime public spaces.</p> <p>The application of herbicides is not all negative, it is an important contributor to council achieving its climate adaption, sustainability efficiencies and carbon reduction strategies.</p>
2.2	<p><u>Issues arising from this programme</u></p> <ol style="list-style-type: none"> <li>1. Difficulty in being exact in operational applications – accurate recording on the ground proves difficult.</li> <li>2. Products have changed significantly from 2018/19. Council Grounds Maintenance Section have undertaken monitoring of applications for pragmatic efficiency and use much more effective herbicides and application techniques. This has enabled a reduction of 50% district wide in 2021 while still achieving a reasonably good result.</li> <li>3. Products used are now specific to problem weeds and locations, again achieving more efficient results.</li> <li>4. Requests during the summer of 2021 from the public and elected members for better maintained high use spaces &amp; tourist destinations etc cannot be achieved without herbicide control.</li> </ol> <p>When the sustainable reduction scheme was formulated in 2019 an alternative product was apparently close to release – this has not been the case.</p> <p>In addition to this, the Council continues to expand its estate which require maintenance, and these cannot be effectively maintained without herbicide.</p> <p>The control of invasive weeds is now a legislative requirement, Council must commit to precise management and eradication plans which must be adhered to – it is often only glyphosate which can achieve this. Figures for this moving forward must be ringfenced separately.</p>
<b>3.0</b>	<b>Recommendations</b>
3.1	Note the content of the report.



<b>4.0</b>	<b>Resource implications</b>	
4.1	Costs associated with this report are included within the departments revenue budgets.	
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>	
5.1	<b><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></b>	
	It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations	<input checked="" type="checkbox"/>
5.2	<b><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></b>	
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
	If yes, please complete the following:	
	The policy (strategy, policy initiative or practice and / or decision) has been equality screened	<input type="checkbox"/>
	The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation	<input type="checkbox"/>
5.3	<b><i>Proposal initiating consultation</i></b>	
	Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves	<input type="checkbox"/>
	Consultation period will be 12 weeks	<input type="checkbox"/>
	Consultation period will be less than 12 weeks (rationale to be provided)	<input type="checkbox"/>
	<i>Rationale:</i>	
<b>6.0</b>	<b>Due regard to Rural Needs (please tick all that apply)</b>	
6.1	Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service	
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
	If yes, please complete the following:	

	Rural Needs Impact Assessment completed	<input type="checkbox"/>
	If no, please complete the following:	
	The policy / strategy / plan / public service is not influenced by rural needs	<input type="checkbox"/>
<b>7.0</b>	<b>Appendices</b>	
7.1	<b>Appendix 1</b> - Current Applied and Proposed Product Applications 2019 - 20	
<b>8.0</b>	<b>Background Documents</b>	
	<p><i>This relates to meeting requirements outlined in Part 8 of the Local Government Act (NI) 2014, Access to Meetings and Documents, wherein for four years after a meeting the following must be available at the Council Offices and on the website:</i></p> <p><i>Background papers which are defined as those documents relating to the subject matter of a report which:</i></p> <ul style="list-style-type: none"> <li><i>a) Disclose any facts or matters which in the opinion of the Chief Executive, the report or an important part of the report is based upon; and</i></li> <li><i>b) Have, in the Chief Executive's opinion, been relied upon to a material extent in preparing the report.</i></li> </ul> <p><i>These are documents on which the report, or an important part of the report, is based upon and have been relied upon to a material extent in preparing the report.</i></p>	
8.1	None	

<b>Appendix 1 - Current Applied and Proposed Product Applications 2019 - 20</b>						
<b>Newry</b>						
<b>Year</b>	<b>Newry Legacy</b>	<b>Roundup Provantage litres</b>	<b>% Glyphosate Used</b>	<b>Dual C.D.A.</b>	<b>% Glyphosate Used</b>	<b>Annual Sub Total litres of glyphosate used (% compared to base year)</b>
2019		900	432		0	432 (100%)
2020		670	321.6		0	321 (74.4%)
2021		435	208.8	10	1.1	209.9 (48.6%)
2022	Projected	200	96	50	5.5	101.5 (24%)
2023		0	0		0	0 (0%)
<b>Downpatrick</b>						
<b>Year</b>	<b>Downpatrick Legacy</b>	<b>Roundup Provantage</b>	<b>% Glyphosate Used</b>	<b>Dual C.D.A.</b>	<b>% Glyphosate Used</b>	<b>Sub Total</b>
2019		115	55.2	100	11	66.2 (100%)
2020		85	40.8	70	7.7	48.5 (73%)
2021		65	31.2	50	5.5	36.7 (55%)
2022	Projected	35	16.8	25	2.75	19.55 (29.5%)
2023		0	0		0	0 (0%)





<b>Report to:</b>	Neighbourhood Services Committee
<b>Date of Meeting:</b>	21 April 2022
<b>Subject:</b>	Update - Deep Cleansing of Paved Surfaces
<b>Reporting Officer (Including Job Title):</b>	Sinead Murphy, Assistant Director Waste Management (Acting)
<b>Contact Officer (Including Job Title):</b>	Peter White, Head of Refuse and Cleansing.

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

<b>For decision</b>	<input type="checkbox"/>	<b>For noting only</b>	<input checked="" type="checkbox"/>
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<b>1.0</b>	<b>Purpose and Background</b>
1.1	The purpose of this report is to update Committee on the schedule of deep cleansing of paved surfaces within the District following business case approval by Committee in March 2021 and subsequent approval to extend the schedule by Committee in September 2021 and November 2021.
<b>2.0</b>	<b>Key issues</b>
2.1	Following Committee approval on the proposed schedule of deep cleansing of paved surfaces within the District, Members are asked to note that deep cleansing has now been completed in the following areas: <ul style="list-style-type: none"> <li>• Newcastle</li> <li>• Warrenpoint</li> <li>• Downpatrick</li> <li>• Newry</li> <li>• Kilkeel</li> <li>• Ballynahinch</li> <li>• Bessbrook</li> <li>• Saintfield</li> <li>• Killyleagh</li> <li>• Castlewellan</li> <li>• Bessbrook</li> </ul>
2.2	The Waste Management section is currently undertaking a review of District Cleansing Services in consultation with Elected Members. Future options on the schedule of deep cleansing of paved surfaces, where Council holds responsibility, within the District are currently being explored as part of the review.
<b>3.0</b>	<b>Recommendations</b>
3.1	Members are asked to: <ul style="list-style-type: none"> <li>• <b>Note the contents of the report</b></li> </ul>
<b>4.0</b>	<b>Resource implications</b>
4.1	No additional resources outside of agreed budgets associated with this report.
<b>5.0</b>	<b>Due regard to equality of opportunity and regard to good relations (complete the relevant sections)</b>

5.1	<p><b>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</b></p> <p>It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations <input type="checkbox"/></p>
5.2	<p><b>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</b></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>The policy (strategy, policy initiative or practice and / or decision) has been equality screened <input type="checkbox"/></p> <p>The policy (strategy, policy initiative or practice and / or decision) will be subject to equality screening prior to implementation <input type="checkbox"/></p>
5.3	<p><b>Proposal initiating consultation</b></p> <p>Consultation will seek the views of those directly affected by the proposal, address barriers for particular Section 75 equality categories to participate and allow adequate time for groups to consult amongst themselves <input type="checkbox"/></p> <p>Consultation period will be 12 weeks <input type="checkbox"/></p> <p>Consultation period will be less than 12 weeks (rationale to be provided) <input type="checkbox"/></p> <p><i>Rationale:</i></p>
6.0	<p><b>Due regard to Rural Needs (please tick all that apply)</b></p>
6.1	<p>Proposal relates to developing, adopting, implementing or revising a policy / strategy / plan / designing and/or delivering a public service</p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please complete the following:</p> <p>Rural Needs Impact Assessment completed <input type="checkbox"/></p>
7.0	<p><b>Appendices</b></p>
	<p>None</p>
8.0	<p><b>Background Documents</b></p>
	<p><b>NS Committee decision - NS/047/2021 (March 2021)</b>  <b>NS Committee decision - NS/139/2021 (September 2021)</b>  <b>NS Committee decision - NS/171/2021 (November 2021)</b></p> <p><b>Newry Mourne and Down District Council's Local Development Plan 2030</b></p>

**ITEM 3**  
**ARC21 JOINT COMMITTEE**  
**Virtual Meeting No 066**  
**MINUTES**  
**Thursday 24 February 2022**

**Members Present:**

Councillor A Bennington	Antrim & Newtownabbey Borough Council
Councillor M Goodman ( <i>Deputy Chair</i> )	Antrim & Newtownabbey Borough Council
Councillor R Kinnear	Antrim & Newtownabbey Borough Council
Alderman A McDowell	Ards & North Down Borough Council
Alderman D Drysdale ( <i>Chair</i> )	Lisburn & Castlereagh City Council
Councillor M Gregg	Lisburn & Castlereagh City Council
Councillor S Lee	Lisburn & Castlereagh City Council
Councillor D Reid	Mid & East Antrim Borough Council
Councillor K Owen	Newry, Mourne & Down District Council
Councillor R Burgess	Newry, Mourne & Down District Council

**Members' Apologies:**

Alderman Robert Gibson	Ards & North Down Borough Council
Alderman Angus Carson	Ards & North Down Borough Council
Councillor F Ferguson	Belfast City Council
Councillor JJ Magee	Belfast City Council
Councillor P McReynolds	Belfast City Council
Alderman R Cherry	Mid & East Antrim Borough Council
Councillor I Friary	Mid & East Antrim Borough Council
Councillor D Murphy	Newry, Mourne & Down District Council

**Officers Present:**

T Walker	arc21
K Boal	arc21
M Lavery	Antrim & Newtownabbey Borough Council
N Martin	Ards & North Down Borough Council
C Matthews	Belfast City Council
H Moore	Lisburn & Castlereagh Borough Council
S Holgate	Mid & East Antrim Borough Council
J McBride	Newry, Mourne & Down District Council

**Officers' Apologies:**

J Green	arc21
H Campbell	arc21
G Craig	arc21
G Girvan	Antrim & Newtownabbey Borough Council
D Lindsay	Ards & North Down Borough Council
P Thompson	Mid & 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 of Special Joint Committee Meeting 065 held on 27 January 2022**

Following discussion, the Joint Committee approved the minutes of the Joint Committee meeting 065 held on 27 January 2022.

**Action: Agreed**

**Item 4 - Matters Arising**

Ms Boal confirmed that the meeting for Newry, Mourne & Down District Council had not yet taken place and confirmed that an update in relation to the NWP meeting with officers and the consultation on Digital Waste Tracking would be provided under the main agenda.

**Action: Noted**

**Item 5 - Contracts & Operations Briefing Report**

Ms Boal provided an update on operational matters affecting several contractors, including the current situation regarding COVID cases, the return to normal at Bryson after the regular increased volumes arising during Christmas.

Issues concerning site induction at the Biffa site had now been resolved and Ms Boal suggested that Members may wish to take an opportunity to visit the site.

Further updates were provided by Ms Boal including the newly refreshed Performance Table, rejected loads at the MRF facilities were highlighted and that these make up a minor proportion of the total tonnage managed; an update on the tonnages at these and other facilities was also provided. She drew attention to the issue of rogue textile banks and offered to work with councils to progress their removal where appropriate.

When covering NWP performance, Ms Boal highlighted that if councils could further increase the kerbside tonnage sent through the Organic Waste Contract, there may be an opportunity to increase the rebate on the gate fee. She highlighted that a recent presentation had been held between councils' technical and communication officers and NWP was useful.

Ms Boal covered developments which are emerging with WEEE and to changes arising from DEFRA advice re the separation of certain streams. Advice had been issued to councils and no concerns had been raised to date.

Turning to supplies, Ms Boal referred to issues regarding increased costs due to transportation and material costs. The ESPO supplies contract was being closely monitored in terms of these changes.

A Member asked about contamination and that, while at minor levels, how this could be improved. Ms Boal highlighted that this was a Fleet issue and had requested that councils review their policies regarding RCV release only when the hoppers and bodies were satisfactorily clean.

Following this exchange the Joint Committee noted the report.

**Action: Noted**



## IN COMMITTEE

The Chair recommended that the meeting would now move "in committee" which was agreed.

Matters of a confidential and commercially sensitive nature were discussed under these agenda items.

Following discussion on the commercially sensitive matters, the Chair recommended that the meeting would now return to the main agenda, which was approved, but whilst "in committee" during this section of the meeting, there were six matters discussed.

<b>Item 6 - Minutes of Joint Committee Meeting 065 held on 27 January 2022 'in committee'</b>	<b>Action: Agreed</b>
<b>Item 7 - Matters Arising</b>	<b>Action: Noted</b>
<b>Item 8 - Residual Waste Treatment Project</b>	<b>Action: Noted</b>
<b>Item 9 - General Communications including Public Relations</b>	<b>Action: Noted</b>
<b>Item 10 - Commercially Sensitive Contract and Procurement Issues</b>	<b>Action: Agreed</b>
<b>Item 11 - Education Service Update</b>	<b>Action: Agreed</b>

## OUT OF COMMITTEE

### **Item 12 - Consideration of key aspects of the consultation on the introduction of mandatory digital waste tracking**

Ms Boal provided a verbal report concerning a current nationwide consultation exercise which was proposing a replacement system for the existing WasteDataFlow, eDoc and season ticket system used for duty of care. She stated that proposals within the consultation extend to the introduction of proposals to track hazardous and non-hazardous wastes using unique identifier codes.

These proposals will not affect individual households' kerbside collections but, once the waste has been consigned, the theory is that the unique identifiers will allow waste to be tracked through each step of the supply chain until it reaches its final treatment or disposal facility.

At each interface, where waste is aggregated or disaggregated, a new unique identifier will be generated and, from a council perspective, the implications are likely to have an impact on resource and operations. The impact in terms of the management of Household Recycling Centres, especially if it is anticipated that each individual waste stream will have its own unique identifier, are likely to be significant.

The objective of these proposals, which promise significant changes to the tracking of wastes throughout the supply chain and will generate a considerable body of analysable data, is that regulators will be able to check what wastes are going to which sites through to their end destinations and producers will have greater visibility on what happens to their waste.

DEFRA considers that in councils much of the likely costs/resource implications can be offset against the demands which arise from inputting to the current WasteDataFlow system or through its trade collection charges. There is scepticism of this within local government which considers this likely to be an under-estimate but Ms Boal said she would provide a draft response to the Joint Committee at its next meeting for consideration.

**Action: Ms Boal**

### **Item 13 - Persistent Organic Pollutants (POP's) in Soft Furnishings**

Ms Boal provided a brief update concerning another item which is receiving nationwide interest. A DEFRA Working Group has been considering managing the end-use of older soft furnishings (e.g. sofas, armchairs) and are likely to conclude that current disposal methods to landfill are not suitable. Given the volumes and environmental problems associated with the uncontrolled release of hazardous POPs in the natural environment, this DEFRA working group is considering preparing national guidelines regarding how to manage the separate collection of these items at Household Recycling Centres for incineration.

From a council perspective, the requirement to collect, store, transport and dispose of soft furnishings is likely to involve additional costs but these could be minimised if a collective approach to their management is adopted. She reported that there would be further information forthcoming during the year and that Members would be kept apprised of developments.

**Action: Noted**

### **Item 14 - HM Treasury Landfill Tax Call for Evidence**

Mr Walker presented a report on a consultation paper seeking views on key design features of the Landfill Tax, including the rate that applies to different materials and the circumstances in which exemptions and discounts can be claimed. As the deadline for the response was 22 February the Joint Committee was being asked to provide retrospective approval of the arc21 response. Members ratified the report.

**Action: Noted**

### **Item 15 - AOB**

Ms Boal highlighted the forthcoming regular Customer Survey and requested that kindly Members consider this and respond.

**Action: Members**

The Chair drew Members' attention to the ongoing work of the Sub-Group and paid tribute to the work being done by its Members. He highlighted a recent meeting with the Chief Executives who were supportive of the work being undertaken and commented that much had changed in local government governance during the 20 years since arc21 was first established. He said that the work of the Sub-Group was continuing and further reports would be submitted to the Joint Committee in due course. With regards to communications, he asked both Officers and Members attending arc21 meetings to ensure they relayed the content of the meetings to their respective Chief Executives.

### **Item 16 - Next Meeting**

The Chair thanked everyone for attending and advised that the next Joint Committee meeting would be held as scheduled on Thursday 31 March 2022 commencing at 10.30am.

**Action: Noted**

**Date:** \_\_\_\_\_

**Chairman:** \_\_\_\_\_

**NEIGHBOURHOOD SERVICES COMMITTEE****HISTORIC ACTIONS TRACKING SHEET**

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
<b>NEIGHBOURHOOD SERVICES MEETING – 23 OCTOBER 2019</b>					
NS/073/2019	Proposed Property Maintenance Policy and Strategy 2019 to 2023	<b>Council's Facilities Management and Maintenance Department develop for agreement with the NS Committee a Property Maintenance Policy and Strategy for the Council to cover the term of this Council 2019 to 2023. If required to assist officers in the development of this Strategy, external support to be procured in accordance with Council Procurement Procedures.</b>	K Scullion	<b>Update provided to NS Committee January 2022 - Property Maintenance Policy and Strategy 2019 to 2023 to be agreed by June 2022.</b>	<b>N</b>
NS/075/2019	Household Recycling Centres (HRC) Update	<b>Investigation to be made through WRAP Capital Fund for grant-aid toward additional container capacity at selected sites.</b>	S Murphy	<b>Ongoing</b>	<b>N</b>



Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING – 20 OCTOBER 2020</b>					
NS/230/2020	Business Case – Provision of new public toilet in Killough	<b>Agreed to note the content of the report and associated Business Case and to accept the conclusion of the business case that the Council proceed with the proposal to provide a new public toilet in Killough.</b>	K Scullion	<b>In progress – In discussions with AECOM in relation to provision of consultancy support for project.</b>	<b>N</b>
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING 17 NOVEMBER 2020</b>					
NS/243/2020	Notice of Motion – Green New Deal Strategy	<b>Grant approval to Officers to further scope the issues contained within the Notice of Motion and to prepare a report which summarises the status of existing and planned activity in this area. A report to be tabled at a future Meeting of the Neighbourhood Services Committee and to also write to the Northern Ireland Executive clarifying what actions are currently being taken and what actions are being planned by the NI Executive in respect of climate change.</b>	S Murphy	<b>Response received from DAERA Minister and considered by NS Committee.</b>  <b>Scoping of the issues delayed by on-going COVID-19 pandemic.</b>	<b>N</b>



Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING – TUESDAY 16 MARCH 2021</b>					
NS/041/2021	Siting of bee hives on former Council landfill at Aughnagun	<p><b>Agreed to note the content of this report and recommend Council give permission to the Beekeeping organisation to place 6 hives on the former landfill site at Aughnagun, initially for 1 x year subject to:</b></p> <p><b>1.Successful engagement with local residents and on-site gas-extraction partner, to support the placing of beehives on the Aughnagun site.</b></p> <p><b>2.Meeting to be held with Beekeeping Organisation and to seek assurances regarding</b></p> <ul style="list-style-type: none"> <li>- access arrangements to site and to hives</li> <li>- location for hives</li> <li>- communications with Local residents</li> <li>- ongoing review</li> <li>- renewal dates/periods</li> <li>- any potential insurance implications</li> </ul>	S Murphy	<b>Ongoing - Hives currently being prepared by Beekeeping Group to be installed April 2022.</b>	<b>N</b>

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<ul style="list-style-type: none"> <li>- Strict guidance with respect to attendance on site to be adhered to</li> </ul>			
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING 21 APRIL 2021</b>					
NS/062/2021	Feasibility study for EV infrastructure at the Council's Depots	<p><b>Agreed to note the content of the report and to approve the recommendation that a Business Case be prepared which examined the investment and benefits of the EV charging system, together with costings.</b></p> <p><b>It was further agreed as part of the Business Case, that officials consider the need for a generator at the proposed sites, in the event of an interruption to electricity supply.</b></p> <p><b>It was also agreed officials investigate potential sources of funding for the provision of electric vehicle charging points from the East Border Region Committee.</b></p>	K Scullion	<b>In Progress – In discussions with AECOM in relation to provision of consultancy support for project.</b>	<b>N</b>

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING 19 MAY 2021</b>					
NS/079/2021	Monthly Action Sheet Wind-blown litter at Damolly Retail Park	Mr Dinsmore said he had engaged with the owners and the restaurant franchise and would now formalise the request that a green fence be erected at this location and that he continue to update Cllr. Casey on progress	S Murphy	Ongoing	N
	Litter pickers for schools	The Sustainability Officer to advise Councillors on how litter pickers would be distributed to schools	S Murphy	Litter pickers currently being procured	N
NS/089/2021	Purchase of new industrial heavy grade tractor and side arm flail/cutting unit for grounds maintenance at various locations District wide	<b>Agreed to note the content of the report and associated Business Cases and accept the conclusion of the Business Cases that Option 3 from each be chosen as the preferred option. This would see the procurement of an industrial tractor and a side arm flail.</b>	K Scullion	In Progress	N



Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING 23 JUNE 2021</b>					
NS/099/2021	Proposed Memorial Gardens Landscape Scheme	<b>Agreed to recommend approval of the choice of locations for both Memorial Gardens as outlined in the report and the implementation of the proposed design for each site.</b>	K Scullion	<b>In Progress</b>	<b>N</b>
NS/100/2021	Applications for bus shelters in Crossgar and Saintfield	<p><b>Agreed to note contents of this report and to approve the recommendations in Appendix 1 circulated for the erection of a bus shelter at Comber Street Saintfield and the relocation of a shelter at Downpatrick Street, Crossgar.</b></p> <p><b>**At the Council Meeting held on Monday 5 July 2021, in relation to NS/100/2021: Applications for bus shelters in Crossgar and Saintfield, it was agreed on the proposal of Councillor Andrews, seconded by Councillor Curran, to defer the decision in relation to the bus shelter at Crossgar and that officials take on board the points raised by Councillor</b></p>	K Scullion	<b>Report provided to Committee April 2022.</b>	<b>Y</b>





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	bags and food waste caddy bins	<p>waste bags and option 3 for the distribution of caddy bins</p> <p>Agreed to that Officers explore the feasibility of deploying brown bins to residents of high-rise buildings, who were not previously provided with these, and a report be brought back to the next Committee Meeting.</p>		Report to be presented at future committee meeting	N
NS/127/2021	Enforcement Improvement Plan	<p>Agreed to note the content of this report.</p> <p>Agreed that officers prepare a report for the next Committee Meeting on options for future staffing levels to improve the enforcement service, including the possibility of supplementing the service with a contractor on a short-term basis.</p> <p>Also agreed officers replace the existing signage with updated Newry, Mourne and Down signage, in relation to keeping dogs on a lead on Newry Towpath.</p>	S Murphy	<p>Report to be presented at future committee meeting</p> <p>In progress</p>	<p>N</p> <p>N</p>

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NS/133/2021	Business Case for the replacement of safety tiles with wet-pour surfacing in various Council play areas	<p><b>Agreed to:-</b></p> <p><b>Note the content of the report.</b></p> <p><b>Approve the findings of the Business Case presented. Accept Option 3 – Replacement of defective safety tiles with a Wet Pour surface to safety standards required for each of the 24 Play Parks under consideration over the financial years 2021/22 to 2022/23. Project to proceed subject to budget availability.</b></p>	K Scullion	<b>In Progress – Update report provided to April Committee meeting</b>	<b>Y</b>
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING TUESDAY 21 SEPTEMBER 2021</b>					
NS/137/2021	Translink proposed programme – Bus Shelters in Council area	<b>To approve Option 2 – to delay installation of a bus shelter in Burren pending outcome of Translink’s deliberations in October / November 2021 with the option to reconsider this position if Translink were deemed to be making limited progress in providing the bus shelter in Burren.</b>	K Scullion	<b>Noted</b>	<b>N</b>

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NS/138/2021	Distribution of Compost for Community Groups	<ol style="list-style-type: none"> <li>1. Note and approve contents of this Report.</li> <li>2. Note an update report on Compost week will be provided at a future meeting of the NS Committee.</li> <li>3. Direct requests for the supply of compost from local community groups to <a href="mailto:recycling@nmandd.org">recycling@nmandd.org</a></li> <li>4. Note an update report on future delivery of compost will be provided at a future meeting of the NS Committee</li> </ol> <p>It was also agreed that Ms Murphy contact Arc21 regarding the delivery charges for the compost to see if there would be an option for community groups to collect the compost themselves, or if there could be a reduction in the £25 delivery charge. Ms Murphy to report back to Committee on this matter as part of a future options report.</p>	S Murphy	Report to be provided at April 2022 Committee Meeting.	Y



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<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING TUESDAY 19 OCTOBER 2021</b>					
NS/149/2021	Report re Council Sites receiving Green Flag Awards	<b>Investigate Tidy NI criteria for Green Flag awards with the view to possibly having Newcastle Harbour included for future consideration for a Green Flag award.</b>	K Scullion	<b>In progress</b>	<b>N</b>
NS/150/2021	Report re: Social Enterprise Partnership Offer – Planting Trees on Council Land	<p><b>a) Council seek through an expression of interest exercise, to form a partnership with a not for profit organisation who would link Council with individuals who wish to have a tree or trees, planted on Council designated land. The agreement to be for an initial two year period and may be extended for a further two years subject to Council approval.</b></p> <p><b>b) Officers to determine suitable sites and tree species for the scheme.</b></p> <p><b>c) Any agreement to be formalised through a Licence Agreement drawn up by Council Legal Advisors.</b></p>	K Scullion	<b>In Progress</b>	<b>N</b>

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NS/153/2021	Biodiversity Pedestrian Collection Mower	<b>To approve the recommendations contained in the Business Case for the purchase of a Ride-on Collection Biodiversity Mower, as per option 3, ie, Purchase high powered compact collection mower to enable biodiverse and re wilded grass cutting with aid of DAERA funding.</b>	K Scullion	<b>In Progress</b>	<b>N</b>
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING TUESDAY 16 NOVEMBER 2021</b>					
NS/171/2021	Deep cleansing of paved surfaces	<b>Agreed to approve the deep cleansing schedule as set out in section 2.2 of the report.</b>	S Murphy	<b>Complete</b>	<b>Y</b>
NS/174/2021	Business case for maintenance of town clocks	<b>Note the content of the report.  Approve the findings of the business case that reviews options for maintenance of five town clocks. The preferred option (Option 3) would see a suitably qualified maintenance contractor appointed through tender to undertake routine maintenance of the six town clocks and provide breakdown cover for up</b>	K Scullion	<b>In Progress</b>	<b>N</b>

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		<p>to a maximum three-year period. The contract would include the option to remove existing clocks or add additional clocks from the service provision.</p> <p>Council consider undertaking a project which would lead to the restoration of the clock at Dan Rice Hall and if agreed to proceed then to approve the recommendations within section 2.3 of this report.</p>			
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING TUESDAY 21 DECEMBER 2021</b>					
NS/192/2021	Business case for replacement of the air conditioning water chiller at the Downshire Civic Centre	<p><b>Note the content of the report.</b></p> <p><b>Accept the conclusion of the Business Case that Option 3 be chosen as the preferred option. Option 3 would see the appointment, through a tender process, of a competent contractor, to supply and install a new air conditioning water chiller</b></p>	K Scullion	In progress – tender being prepared for issue	N
NS/193/2021	Business Case for medium-sized	<b>Agreed to approve the Business Case at Appendix 1 for the</b>	S Murphy	In progress – vehicles being	N



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	chassis cab and cleansing sweeper vehicle replacements	<p><b>replacement of sixteen 3,500 – 5,000 kg medium-size chassis cab vehicles for refuse and cleansing; facilities management and maintenance; waste processing and active and healthy communities directorate.</b></p> <p><b>Also agreed to approve the Business Case and Economic Appraisal in Appendix II for the replacement of nine Cleansing Sweeper Vehicles in the size range 3,600 kg to 12,000 kg GVW that have been identified as requiring priority replacement by 31<sup>st</sup> March 2023.</b></p>		procured as part of the Fleet Replacement programme. Update on Fleet Replacement Programme to be provided at February NS Committee meeting.	
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING 26 JANUARY 2022</b>					
NS/004/2022	Trade Waste and Caravan Refuse Collection Services	<p><b>Agreed to approve the report and recommendations:-</b></p> <p><b>1. Alternate Weekly Commercial Waste Collection Service</b></p> <p><b>Commercial refuse customers (shops and businesses) to be</b></p>	S Murphy	In progress	N



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		<p><b>contacted and advised of the proposed move to an alternate weekly collection cycle of residual and dry recyclable waste, where this is achievable.</b></p> <p><b>Commercial customers, (not including Caravan Operators) to be provided with appropriate bins to facilitate this change, so there is no cost burden to customers as a result of this change.</b></p> <p><b>2. Collection Arrangements and Charges at Caravan Sites</b></p> <p><b>Integration and alignment of the waste collection service for Caravan site customers with the waste service provided for Trade Waste customers by offering an alternate weekly collection service as required throughout the year.</b></p> <p><b>Commercial refuse charges for caravan parks to be increased to</b></p>			

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		<b>align with and be equitable to charges applied to other businesses from April 2022.</b>			
NS/005/2022	Estates Management and Security Audit Findings	<b>Agreed to approve the Estates Management and Security Action Plan and agree to quarterly updates being provided to the Committee on the implementation status of the Plan</b>	K Scullion	In Progress	N
<b>NEIGHBOURHOOD SERVICES COMMITTEE MEETING 23 FEBRUARY 2022</b>					
NS/014/2022	Christmas Illuminations and Celebrations Group Meeting – 20 January 2022	<b>Agreed to note the contents of the report and the Action Sheet of the Christmas Illuminations Group meeting held on 20 January 2022 and to approve the recommendations as set out in Sections 2.3 to 2.5.</b>	K Scullion	Complete	Y
NS/015/2022	Revision of Facility Management and Maintenance Department charges for financial year 2022/2023	<b>Agreed to recommend adoption of the Facility Management and Maintenance Department charges as set out in Appendix 1, circulated at the meeting, for the financial year 2022/23.</b>	K Scullion	In progress	N

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		<p><b>Also agreed that officers consider the 3 scenarios referred to by Councillor Andrews i.e. if administration fees charged for headstone erections could be waived for under-18 burials along with the administration fees for post 3.00 pm burial times and cremation charges and that a report be brought back to the Neighbourhood Services Committee for consideration.</b></p>			
NS/016/2022	Opening and closing arrangements for vehicular access to Warrenpoint Cemetery	<p><b>Agreed to note the contents of the report and to recommend agreement to the installation of an automated barrier system at Warrenpoint Municipal Cemetery to control vehicular access, subject to the completion of a satisfactory business case.</b></p> <p><b>Also agreed, at the request of Councillor Ruane, that appropriate signage be put in place in advance to advise of this change and also</b></p>	K Scullion	Complete	Y

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		<p>that a message be put out on social media.</p> <p>Councillor McKeivitt asked that officers ensure a grit box was placed in the cemetery and kept replenished.</p>			
NS/018/2022	Enforcement Improvement Plan Update	<p>Also agreed Mr McBride investigate issues relating to the lack of bin provision in Newcastle centre, particularly on the routes into the town and also why a number of bins were out of circulation in the town centre, particularly the solar powered ones, many of which had plastic bags over them which stopped them being used. Mr McBride to ensure the relevant officer contact Councillor Clarke about these issues.</p>	J McBride	<p>Councillor Clarke contacted 04.03.22.</p> <p>Damaged bins repaired</p> <p>Litter bin provision subject to on-going review</p>	Y
NS/019/2022	Waste Management Scale of Charges 2022/2023	<p>Agreed to approve the proposed waste management services scale of charges 2022/23 as set out in</p>	S Murphy	<p>Complete. New scale of charges updated on Council website.</p>	Y



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		<b>Appendix 1, circulated at the meeting</b>			
<b>END</b>					