



September 17th, 2015

**Notice Of Meeting**

You are invited to attend the Regulatory and Technical Services Committee Meeting to be held on **Wednesday, 23rd September 2015** at **3:00 pm** in **the Boardroom District Council Offices Monaghan Row, Newry.**

**The Committee Members are:**

**Chair: Councillor T Andrews**

**Vice: Councillor S Ennis**

<b>Members:</b>	<b>Councillor P Brown</b>	<b>Councillor C Casey</b>
	<b>Councillor S Doran</b>	<b>Councillor G Fitzpatrick</b>
	<b>Councillor G Hanna</b>	<b>Councillor V Harte</b>
	<b>Councillor M Murnin</b>	<b>Councillor H McKee</b>
	<b>Councillor P O'Gribin</b>	<b>Councillor G Sharvin</b>
	<b>Councillor G Stokes</b>	<b>Councillor H Reilly</b>
	<b>Councillor D Taylor</b>	

# Agenda

1. **Apologies and Chairperson's Remarks.**
2. **Declarations of "Conflicts of Interest".**

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*Committee Business*

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3. **Action Sheet of the Regulatory and Technical Services Committee Meeting held on Wednesday 19 August 2015. (Attached).**

*Action sheet 19 August 2015.pdf*

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*Committee Business*

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4. **Report on Council's Scheme of Delegation. (No items).**

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*For Consideration and/or Decision - Waste Management*

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5. **Report re: NMDDC TEEP Assessment. (Attached).**

The Newry, Mourne and Down District Council TEEP Assessment document can be found on Minute Pad as follows:

MENU > DOCUMENTS > REGULATORY AND TECHNICAL SERVICES COMMITTEE  
>NMDDC TEEP Assessment v1 final (RTS Meeting 23-9-15)

*NMDDC TEEP Assessment for noting.pdf*

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6. **Council's commercial rate charge on school blue bin recycling. (As requested by Councillor Sharvin).**
7. **Proposed Arc21 charges for 2015/2016. (Attached).**

*Proposed Arc21 Charges.pdf*

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*arc21 proposed payments (1).pdf*

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*Planning*

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**8. Planning Department Performance Indicators. (Attached).**

[Planning Performance Indicators - Sept 2015.pdf](#)

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*For Noting*

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**9. Arc21 Joint Committee Meeting - Members' Monthly Bulletin - 3 September 2015. (Attached).**

[Arc21 JC Meeting Members Monthly Bulletin 3 Sept 2015.pdf](#)

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**10. Arc21 Joint Committee Meeting - Minutes of the Meeting held on Thursday 2 July 2015. (Attached).**

[Arc21 JC Minutes 2 July 2015.pdf](#)

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**11. Arc21 Steering Group Meeting - Minutes of the Meeting held on Friday 19 June 2015. (Attached).**

[Arc21 Steering Group Minutes 19 June 2015.pdf](#)

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**12. Correspondence from Transport NI re: Notice of Intention - Prohibition of waiting except for buses at A7 Belfast Road, Downpatrick. (Attached).**

[Transport NI Prohibition of waiting.pdf](#)

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# Invitees

Cllr. Terry Andrews	<a href="mailto:terry.andrews@downdc.gov.uk">terry.andrews@downdc.gov.uk</a>
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**ACTION SHEET- REGULATORY AND TECHNICAL SERVICES COMMITTEE – 19 AUGUST 2015**

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<b>MINUTE NO.</b>	<b>SUBJECT</b>	<b>DECISION</b>	<b>FOR COMPLETION BY DIRECTOR – including actions taken/date completed or progress to date if not yet completed</b>
RTS/58/2015	Sympathy	<p><b>Agreed to send a letter of sympathy to:-</b></p> <ul style="list-style-type: none"> <li>• The family of the late Mr Pat Branniff</li> <li>• The family of the late Bradley Logan</li> <li>• The family of the late Anthea Halliday</li> </ul>	Letters sent on 27-8-15
RTS/61/2015	Performance Statistics - Planning	<b>It was noted that Members asked that any legacy applications which were in the system for a considerable length of time, and which could help benefit economic regeneration, should be dealt with as soon as possible and that if there were any issues with them, that the applicant/agent be informed.</b>	On-going
RTS/62/2015	Council's Scheme of Delegation	<b>It was agreed at the request of Councillor Fitzpatrick that the Maintenance Section inspect the picnic area at Lyndsey's Hill, Hilltown, with a view to replacing a picnic table that had been removed.</b>	The location has six concrete bases for tables. Over recent years 7 of the 9 tables placed there have disappeared. Steps have been taken to secure the remaining 2 tables. There are no plans to replace missing tables.
RTS/63/2015	Dechomet Graveyard, Ballyward – Capital Scheme for Pathway Access	<b>It was agreed on the proposal of Councillor Murnin, seconded by Councillor Fitzpatrick that Council Officers explore the possibility of sourcing funding for this work from a specific stream within the Big Lottery Heritage fund and report back to the Committee.</b>	In progress
RTS/64/2015	Anti-Litter Campaign	<p><b>It was agreed on the proposal of Councillor Stokes, seconded by Councillor Taylor that an Anti-Litter Working Group be set up, consisting of Councillors and relevant officers, to develop a strategy for dealing with littering, dog fouling etc. across the District.</b></p> <p><b>The nomination of Councillors onto the Working Group to</b></p>	<p>Working Group will meet when Party Reps are nominated</p> <p>S Kieran/E McParland advised to put this item on the September</p>

MINUTE NO.	SUBJECT	DECISION	FOR COMPLETION BY DIRECTOR – including action taken/date completed or progress to date if not yet completed
		<p><b>be referred to the next Party Representatives Meeting for discussion and agreement.</b></p> <p><b>It was noted that Mr O'Rourke gave an update on the "Live Here, Love Here" Programme, established by Beautiful Northern Ireland, which the Council had agreed to subscribe to, and said that a series of programmes which focused on restoring civic pride would emerge from this Programme and this was something which the proposed Working Group could consider.</b></p> <p><b>It was agreed on the proposal of Councillor McKee, seconded by Councillor Hanna, that officers investigate if stickers and a number could be put on all Council owned litter bins giving phone numbers for members of the public to contact if the bins were full.</b></p> <p><b>It was agreed on the proposal of Councillor Ennis, seconded by Councillor Andrews, that officials liaise with the Love Your Lough Community Group, who voluntarily carry out clean-up work on Carlingford Lough, with a view to forming a potential partnership with them which would assist the Group in sourcing funding.</b></p> <p><b>It was agreed at the request of Councillor Murnin that officials consider publishing the number of enforcement actions taken in respect of litter and dog fouling offences.</b></p>	<p>2015 Party Reps. Agenda</p> <p>For discussion by Anti-Litter Working Group</p> <p>This will be investigated as part of general signage/stickers for litter bins across the district.</p> <p>Contact made with group and litter clean up kit is being provided</p> <p>Data to be collated. Anti-Litter Working group to consider method of publication</p>
RTS/66/2015	Textile Tender Rationalisation	<p><b>It was agreed on the proposal of Councillor Taylor, seconded by Councillor Stokes, to approve the merger of the existing separate textile collection and payment arrangements, under the arc21 Textile contract.</b></p>	<p>arc21 amending contract to include all textile banks</p>

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RTS/67/2015	NILAS Sharing Protocol	It was agreed on the proposal of Councillor Murnin, seconded by Councillor Stokes, to endorse the application and initiation of the protocol as proposed by the Joint Committee and Constituent Councils.	Letter sent to NIEA advising of transfer of allowance
RTS/68/201	DARD Funded Animal Welfare Service	It was agreed on the proposal of Councillor Stokes, seconded by Councillor Taylor, to approve the Service Level Agreement between DARD funded Animal Welfare Service and Armagh City, Banbridge and Craigavon Borough Council and Newry, Mourne and Down District Council.	The signed SLA has been returned to ABC
RTS/69/2015	Crossmaglen Market/Parking issues on Market Days	<ul style="list-style-type: none"> <li>a) By Market day on 19 September 2015, all traders to have moved to the inside square of the market.</li> <li>b) The “Counselling/Drop in Service” van can park in the bus stop as the van arrives after the morning bus from Crossmaglen to Newry leaves and before the afternoon bus arrives. Stopping time for the bus at approximately 12 noon is very short and there is no impact as a result of the bus parking space being taken up by the van.</li> <li>c) Traders who continue to trade outside the Market Square, after 19 September 2015 will be reported to the PSNI and to the Council and will be dealt with as appropriate by each organisation. (While the Council’s Licencing Section will not be able to be on site at Crossmaglen, it is recommended that the Market Officer report persistent breaches of trading so that the Council can consider the appropriate action to be taken where there is</li> </ul>	Recommendations implemented



MINUTE NO.	SUBJECT	DECISION	FOR COMPLETION BY DIRECTOR – including action taken/date completed or progress to date if not yet completed
		<p>persistent breaches of street trading legislation).</p> <p>d) Traders will be allocated numbered pitches during July to September 2015.</p>	
RTS/70/2015	Bus Shelters	<p><b>It was agreed on the proposal of Councillor Murnin, seconded by Councillor O’Gribin, to approve the revised Bus Shelter Policy and Removal Procedures as circulated.</b></p> <p><b>It was agreed to note the information provided on the types of bus shelters available to purchase.</b></p> <p><b>It was agreed on the proposal of Councillor Murnin, seconded by Councillor O’Gribin to approve the recommendations in the report of the Slieve Croob DEA Briefing Meeting held on 30 July 2015.</b></p> <p><b>It was agreed at the request of Councillor Walker that Officials investigate the current position regarding a request approved in the former Down District Council to provide a bus shelter at Frederick Street, Killyleagh and if all was in order that officials proceed to provide the bus shelter. If there were any difficulties, officials to report back to Councillor Walker.</b></p> <p><b>It was agreed to approve a request to relocate the bus shelter at Roxborough Road, Dorsey, subject to agreement of SELB/Translink and local residents for the new bus shelter location and the landowner undertaking works at their own costs and works to be carried out in accordance with Council requirements.</b></p>	<p>Policy amended in accordance with recommendations.</p> <p>Recommendations to be implemented.</p> <p>Former Down DC had approved this location for bus shelter. Proposal to proceed.</p>

MINUTE NO.	SUBJECT	DECISION	FOR COMPLETION BY DIRECTOR – including action taken/date completed or progress to date if not yet completed
RTS/72/2015	Repair/replacement work to external windows and doors at the former Retort House, Kilmorey Street, Newry	<b>It was agreed on the proposal of Councillor Stokes, seconded by Councillor O’Gribin to approve the retrospective approval to award the tender for the repair/replacement work to external windows and doors at the Former Retort House, Kilmorey Street, Newry</b>	Works complete prior to school term commencing.
RTS/73/2015	Japanese Knotweed and Giant Hogweed, Rossmara Park, Warrenpoint	<ul style="list-style-type: none"> <li>a) <b>The Council to appoint external contractors to carry out works to rebuild the wall in line with Building Control and engineer reports.</b></li> <li>b) <b>To seek clarification from the Council’s Solicitor with regards to the expenditure of accrued money from the legacy Newry and Mourne District Council for the maintenance of the wall.</b></li> <li>c) <b>To convene a meeting with the Housing Executive at the highest level to ascertain maintenance of this area after Japanese knotweed and giant hogweed has been eradicated and works to the wall completed.</b></li> </ul>	Progressing
RTS/85/2015	Conference on Planning Reform in NI: Progress, Priorities and Next Steps	<p><b>It was agreed to appoint Councillor Murnin to attend the above Conference and also that an email be sent to all Councillors giving details of the Conference and asking if they would like to attend.</b></p> <p><b>It was further agreed that details of this Conference be put on the agenda for the next Planning Committee Meeting.</b></p>	Complete  Conference tabled at Planning Meeting on 2-9-15 – agreed Councillor Murnin and 1 No. Planning Officer to attend
RTS/86/2015	Cycle to Work Scheme	<b>It was agreed on the proposal of Councillor O’Gribin, seconded by Councillor Stokes, that officials provide a report to the appropriate Committee Meeting of the Council on the Cycle to Work Scheme and the Council’s involvement in this scheme.</b>	Passed to Michael Lipsett, for action by AHC committee



**Regulatory & Technical Services Committee**

**Date of meeting: Wednesday 23<sup>rd</sup> September 2015**

**File Reference: DS/1322**

**Title: Newry, Mourne and Down District Council TEEP Assessment**

**For: Decision  Consideration  Information only**

**PURPOSE OF REPORT**

Provide information to members on the assessment of the Council's recycling collection system against the requirements of The Waste Regulations (NI) 2011 and in accordance with the revised Waste Framework Directive (rWFD)

**BACKGROUND**

Regulation 18 of The Waste Regulations (Northern Ireland) 2011 requires the separate collection for four key materials: paper, plastic, metal and glass, in circumstances where it is 'necessary' to facilitate or improve recovery and is Technically, Environmentally and Economically Practicable (TEEP).

This meant a Route Map Assessment of Newry, Mourne and Down District Council's recycling collection system was required, which was carried out by WDR & RT Taggart who specialise in this work. The Route Map Assessment for the waste regulations is attached, with a number of recommendations which advises the Council to consider:

- Provisionally retain the existing two independent co-mingled household kerbside collection systems;
- A more detailed TEEP assessment, reviewing the practicability for the future expansion of the fully co-mingled collection system;
- Review options for the expansion of the existing co-mingled trade waste kerbside collection system to incorporate all trade waste customers in Newry, Mourne and Down District Council, as outlined in the TEEP assessment; and
- Review position if mixed dry recyclables contract is renewed or changed.

Further TEEP assessments will take place as the Council develops its waste and recycling collection services, to ensure it is compliant with waste legislation.

**RECOMMENDATION**

Members to note the contents of the TEEP assessment and the additional work that needs to take place as the Council develops its waste and recycling collection services.

**J.Parkes – September 2015**

<b>Agenda Item:</b>	<b>Proposed arc21 Charges for 2015/2016</b>
<b>Report to:</b>	<b>Regulatory &amp; Technical Committee</b>
<b>Subject:</b>	<b>Agree changes to the charge made on Newry &amp; Mourne by arc21</b>
<b>Date:</b>	<b>23<sup>rd</sup> September 2015</b>
<b>Reporting Officer:</b>	<b>Mr Canice O'Rourke</b>
<b>Contact Officer:</b>	<b>Joe Parkes</b>

### **Decisions Required**

Members are asked to approve the proposed charges to be paid to arc21 for the financial year 2015/2016 and to agree a year on year increase over the next three years, such that by 2018/19, NMD are paying the full membership costs, in the same way the other five councils are.

#### **1.0 Purpose & Background**

**1.1** Members will be aware that NMD agreed to join the arc21 Waste Management Group, for an initial period of 12 months. We now need to begin planning for the next 12 months, and assuming NMD stay within arc21, we need to agree an amount to be paid to arc21. In the financial year 2014/2015, NMD paid arc21 £103,836. This was the payment that the previous Down council would have paid arc21 – in effect the Newry & Mourne component of the new council did not pay anything extra for arc21 membership. This agreement was reached on the basis that the Newry & Mourne component would not require any extra services from arc21. As SWaMP also no longer existed and therefore no payment was made to SWaMP, this decision saved NMD approximately £53,000.

The position has since changed and continues to change. The new arc21 Waste Management Plan now covers all of NMD (not just Down). In addition, arc21 have undertaken significant procurement work on behalf of NMD with respect to the Mixed Recyclables Processing contract. The tender on this contract has recently closed and the award of the contract will include all the recyclables collected across the whole of our new district. On top of this, arc21 have more recently agreed that the textiles collected in the old N&M area, can be included in the arc21 Textiles contract, delivering significant financial advantage to NMD. As we progress through the next 18 months, we are likely to increase the services we take and the contracts we have managed by arc21. As such, it is therefore appropriate to review the payment made to arc21 for these services.

All other councils who are part of arc21 distribute the costs of the organisation on a pro-rate population basis however, up to now, only the old Down population has been used to determine NMD's payment. Following discussions with senior arc21 officers and subsequent consideration by the SMT, it is proposed that NMD now increase its payment to arc21, and do so increasing over the period of this council term by an amount equal to one third of population of the Newry & Mourne area, each year. This would mean that by 2018/19 NMD

	<p>would be paying 'their full share' of arc21 costs.</p> <p>If members are supportive of this recommendation it would mean paying arc21 an additional £41,500 in financial year 2015/2016. The full workings of this proposal are set out in the accompanying spreadsheet.</p>
<b>2.0</b>	<b><u>Key Issues</u></b>
<b>2.1</b>	<p>Committee are asked to approve the recommendation to increase the payment made to arc231 in the financial year 2015/2016 by £41,000. Based on population statistics, this amount equates to one third of the population of the old Newry and Mourne district. Committee are further asked to approve the plan to increase this payment year on year, up to 2018/2019, when the additional payment will equate to 100% of the old N&amp;M district, and the total payment will equate to the total population of the NMD district</p>
<b>3.0</b>	<b><u>Resource Implications</u></b>
<b>3.1</b>	<ul style="list-style-type: none"> <li>• An additional £41,000 will need to be added to the R&amp;TS budget for year 2015/2016</li> </ul>
<b>4.0</b>	<b><u>Summary</u></b>
<b>4.1</b>	<p>Members are asked to approve the proposal to increase NMD's contributory payment to arc21 by an amount equivalent to one third of the pro-rata population of the old N&amp;M district, for each of the next three years</p>



REVENUE ESTIMATES 2016/17													
COUNCIL NAME	POPULATION				ESTIMATED EXPENDITURE 2016/17							2015/16	
	2013	%AGE	2014	%AGE	ESTABLISHMENT	RWTP	GENERAL PROCUREMENT	ORGANICS INFRASTRUCTURE	WMP	100% TOTAL			
ANTRIM & NEWTOWNABBEY	139,500	12.92%	140,000	13.79%	£ 117,207	£ 55,156	£ 14,478	£ 6,205	£ -	£ 193,046	£ 199,795	14.27%	
MID & EAST ANTRIM	136,000	12.59%	136,600	13.45%	£ 114,360	£ 53,817	£ 14,127	£ 6,054	£ -	£ 188,358	£ 194,782	13.91%	
BELFAST	335,100	31.03%	336,800	33.17%	£ 281,966	£ 132,690	£ 34,831	£ 14,928	£ -	£ 464,414	£ 479,939	34.28%	
<b>NEWRY, MOURNE &amp; DOWN</b>	<b>174,800</b>	<b>16.19%</b>	<b>105,400</b>	<b>10.38%</b>	<b>£ 88,240</b>	<b>£ 41,525</b>	<b>£ 10,900</b>	<b>£ 4,672</b>	<b>£ -</b>	<b>£ 145,336</b>	<b>£ 103,836</b>	<b>7.42%</b>	
<b>Down Element Plus one third</b>													
LISBURN & CASTLEREAGH	136,800	12.67%	138,600	13.65%	£ 116,035	£ 54,605	£ 14,334	£ 6,143	£ -	£ 191,116	£ 195,929	13.99%	
NORTH DOWN & ARDS	157,600	14.60%	157,900	15.55%	£ 132,192	£ 62,208	£ 16,330	£ 6,998	£ -	£ 217,729	£ 225,719	16.12%	
<b>TOTAL</b>	<b>1,079,800</b>	<b>100.00%</b>	<b>1,015,300</b>	<b>100.00%</b>	<b>£ 850,000</b>	<b>£ 400,000</b>	<b>£ 105,000</b>	<b>£ 45,000</b>	<b>£ -</b>	<b>£1,400,000</b>	<b>£ 1,400,000</b>	<b>100.00%</b>	
Down Council Element			70,400	7.42%						£1,400,000	£103,860.40		
Newry & Mourne Element			105,000	10.34%									
Down + one thrid of Newry & Mourne			105,400	10.38%							£145,336.35		

£ 41,500



## Planning Department Performance Indicators.

Members received a report at the August Committee Meeting containing a number of performance indicators around the processing of planning applications. The report also contained some comparative historical data together with commentary on the challenging environment within which the planning function was currently operating.

This report updates the performance figures provided in August 2015 and contains some general commentary on planning matters.

The figures demonstrate continuing improvement generally and improvement by individual case officers in terms of numbers of decisions being issued. (See attached figures/graph).

It is acknowledged that the number of live planning applications in the system still sits at around 1500. However the Department is moving ahead with the process of filling vacant posts and recruiting additional planning assistants and administrative support staff and it is only when the staffing complement is enlarged that Members can reasonably expect this backlog to start decreasing.

An action arising out of the August meeting was a request by Members that older applications which could help benefit economic regeneration should be dealt with as soon as possible. Senior planning staff have responsibility for such applications. These are often complex applications and resolving outstanding issues can be time consuming. However significant progress is being made and officers expect to be able to report on applications being concluded at the Committee meeting in October.

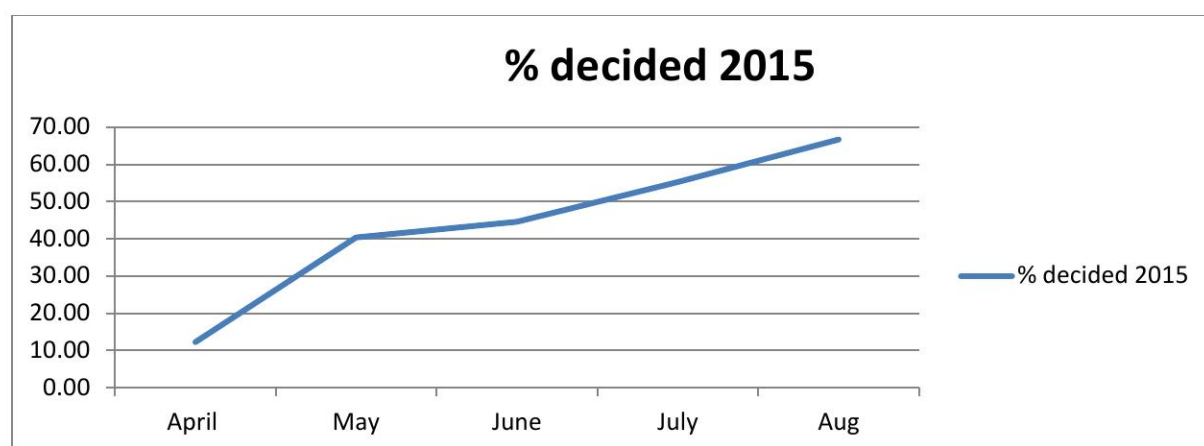
Members are advised that in the period since the August meeting, more than 110 applications have been recommended for approval and appeared on the weekly lists circulated to Members. These include new industrial development, significant investment in expanding and upgrading health and education facilities within the District, a number of tourist facilities, significant new house building and renewable energy projects including wind turbines and anaerobic digestors. This represents a significant contribution to economic wellbeing – new employment, sustaining existing jobs and investment in health and education.

Members are advised that the Independent Unionist MLA for South Down has recently issued a press statement describing the Council's planning system as at a point of stagnation, that he has had numerous complaints from constituents and planning agents about the failings of the system and that the level of service is poor. He is seeking an urgent meeting with the Chief Executive. In its response the Council has highlighted the scale of the project to reshape local government, the size of the planning resource that was transferred to Council from the Department of the Environment, the scale of the planning challenges faced in Newry, Mourne and Down, the additional resources being provided for planning by the Council and the Council's determination to transform the planning service.

Anthony McKay

Chief Planning Officer

Month	Received 2015	Decided 2015	% decided 2015	% decided per officer 2105
April	164	20	12.20	1.22
May	171	69	40.35	4.04
June	148	66	44.59	4.46
July	152	84	55.26	5.53
Aug	102	68	66.67	6.67
<b>Total</b>	<b>737</b>	<b>307</b>		





**JOINT COMMITTEE**  
3 September 2015

**MEMBERS' MONTHLY BULLETIN**

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

**Item 2 - Minutes of Joint Committee meeting 003 held on 2 July 2015**

**For approval**

The Joint Committee's approval is sought for the minutes of the meeting held on 2 July 2015.

**'IN COMMITTEE' ITEMS - COMMERCIALY CONFIDENTIAL**

**Item 5.1 - Minutes of Joint Committee meeting 003 held 'in committee' on 2 July 2015**

**For approval**

The Joint Committee's approval is sought for the minutes of the meeting held 'in committee' on 2 July 2015.

**Item 5.2 - Residual Waste Treatment Project**

**For noting**

**The Procurement Process** - Work is ongoing in respect of the re-validation of Pre-Qualification Questionnaire (PQQ) credentials and consortium structure taking into account Senior Counsel's guidance.

Review and evaluation of updated financial models on pause until indication of direction of planning determination available.

Work on programming activities to close out procurement phase has commenced.

**Financial Transactions Capital Funding** - A paper is being prepared for submission to DETI as part of the process to evidence that no state aid would be present if FTC funding applied as proposed. Support being provided by SIB to progress.



**JOINT COMMITTEE**  
3 September 2015

**Planning Application Progress** - The Final Development Manager Report (including recommendations) on the planning application for the infrastructure proposals for arc21's residual waste treatment project is with the Minister.

DOE planning officials are now awaiting instructions from the Minister on the application and the report.

When the Minister will have finished his consideration of the report and is in a position to take the first step to arrive at a determination on the planning application is currently unknown

**Integrated Pollution Prevention and Control (IPPC) Permit** - A draft IPPC permit has been issued to the Consortium by NIEA IPRI team and feedback requested.

**DOE** - A site visit by senior DOE staff in the environmental and waste policy divisions took place in July.

The Joint Committee is asked to note the report.

### RETURN TO MAIN AGENDA

#### **Item 6 - Contracts and Performance Update**

##### For noting

No major operational difficulties were experienced with any of the contracts with all non compliance issues suitably addressed and no need for further action.

The level of contamination at the MRF has increased for the third time in the last four months. arc21 will be re-issuing to councils an updated edition of the guidance document aimed at minimising contamination.

The first quarter throughput of tonnage in both the MRF and Organics is slightly down when compared with the same period last year. The amount of material landfilled is up but this is a feature of council's managing their waste with due regard to meeting NILAS targets and financial prudence.

The amount of material collected through the Bring Site provision is marginally up.

The position with respect to meeting this year's NILAS target remains encouraging.

The Joint Committee is asked to note the report.



**JOINT COMMITTEE**  
3 September 2015

**Item 7 – Waste Management Plan****For noting**

A draft of the amended Waste Management Plan to take account of the geographical changes to the arc21 area has been submitted to the Department of the Environment on the 17 July 2015. A copy of the draft Executive Summary is attached to the report.

The Joint Committee is asked to note the report.

**Item 8 - Household Kerbside Collection Configurations****For noting**

The Joint Committee is provided with a document containing a matrix summarising the position in respect of the various kerbside collection schemes currently in operation in the arc21 area.

The Joint Committee is asked to note the report.

**Item 9.1 - Consultation on Draft Waste Management Licensing (Amendment No2) Regulations (Northern Ireland) 2015****Recommendation for approval**

The purpose of the consultation is to seek views on amendments to a prescribed list of exempted activities which do not require a Waste Management Licence.

It is recommended that the Joint Committee endorse the draft response attached, subject to any further amendment to take account of further contributions or developments prior to the closing date, for submission to the DOE.

The logo for arc21 consists of the text 'arc21' in a lowercase, sans-serif font. The '2' is significantly larger than the other characters. To the right of the '1', there is a vertical line of small dots that curves slightly to the right, resembling a stylized '1' or a decorative element.

**JOINT COMMITTEE**  
**3 September 2015**

**Item 9.2 - Consultation on Draft Waste Management Licensing (Amendment No3) Regulations (Northern Ireland) 2015**

**Recommendation for approval**

The purpose of the consultation is to seek views on updating the list of prescribed offences in relation to the test of fit and proper person with respect to being a holder of a Waste Management Licence or as a registered waste carrier.

It is recommended that the Joint Committee endorse the draft response attached, subject to any further amendment to take account of further contributions or developments prior to the closing date, for submission to the DOE.

The next scheduled meeting of the Joint Committee will be hosted by Lisburn & Castlereagh City Council, on Thursday 1 October 2015 at 10.30am.

**ITEM 2**  
**ARC21 JOINT COMMITTEE**  
**Meeting No 003**  
**Hosted by Ards and North Down Borough Council**  
**MINUTES**  
**Thursday 2 July 2015**

**Members Present:**

Councillor J Bingham  
 Alderman R Gibson  
 Alderman A Graham  
 Alderman A Carson  
 Councillor R Brown  
 Councillor O Gawith  
 Councillor B Adger  
 Councillor D O'Loan  
 Councillor R Wilson  
 Councillor D Curran  
 Councillor G Craig  
 Councillor S Burns

Antrim and Newtownabbey Borough Council  
 Ards and North Down Borough Council  
 Ards and North Down Borough Council  
 Ards and North Down Borough Council  
 Belfast City Council  
 Lisburn & Castlereagh City Council  
 Mid and East Antrim Borough Council  
 Mid and East Antrim Borough Council  
 Mid and East Antrim Borough Council  
 Newry, Mourne and Down District Council  
 Newry, Mourne and Down District Council  
 Newry, Mourne and Down District Council

**Members' Apologies:**

Alderman M Cosgrove  
 Councillor N Kells  
 Councillor J Bunting  
 Councillor G Carroll  
 Councillor L Poots  
 Alderman J Tinsley

Antrim and Newtownabbey Borough Council  
 Antrim and Newtownabbey Borough Council  
 Belfast City Council  
 Belfast City Council  
 Lisburn & Castlereagh City Council  
 Lisburn & Castlereagh City Council

**Officers Present:**

J Quinn  
 G Craig  
 H Campbell  
 J Green  
 R Burnett  
 C Johnson  
 J Gurney  
 D Lindsay  
 T Walker  
 A Reynolds  
 P Thompson  
 C O'Rourke

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 Antrim and Newtownabbey Borough Council  
 Ards and North Down Borough Council  
 Belfast City Council  
 Lisburn & Castlereagh City Council  
 Mid and East Antrim Borough Council  
 Newry, Mourne and Down District Council

**Officers' Apologies:**

K Boal  
 G Girvan  
 S Toland  
 H Moore

arc21  
 Antrim and Newtownabbey Borough Council  
 Belfast City Council  
 Lisburn & Castlereagh City Council

**AGENDA**



Apologies

Apologies were noted.

Action: Noted

Draft Conflicts of Interest Statement

The Chair read out the Conflicts of Interest Statement. No Conflicts of Interest were noted.

Action: Noted

Minutes

The minutes of meeting 002 held on 2 June 2015 were agreed.

Action: Agreed

Matters Arising from the Minutes

Page 4, Waste Acronyms - Mr Burnett advised that a report on waste acronyms would be discussed later in the meeting.

Action: Noted

Page 5, Elected Member Handbook - Mr Craig reported that the handbook had now been uploaded onto the arc21 website and Members had been notified accordingly.

Action: Noted

Page 5, Financial Accounts 2014/15 - Mr Craig reported that the approved Accounts had now been submitted to the Department by the deadline of 30 June. He also advised that the work on the Annual Audit had commenced and Members would be advised on progress at future meetings.

Action: Noted

*The Chair advised Members that the meeting would now be formally dealt with 'in committee'.*

In Committee

Matters of a confidential and commercially sensitive nature were discussed under this agenda item and recorded accordingly.

Following discussion on the commercially sensitive matters, the Chair advised Members that the meeting would now return to the main agenda but whilst 'in committee' there were three matters discussed as follows:

1. In Committee Minutes of Joint Committee Meeting No. 002 held on 2 June 2015.  
Action: Agreed
2. Residual Waste Treatment Project report.  
Action: Noted
3. WEEE and Batteries Service Contracts Tender Reports.  
Action: Agreed

*The Chair advised Members that the meeting would now return to the main agenda.*

**AGENDA**

### Contracts and Performance Update

Mr Burnett and Mr Craig presented a report to advise the Joint Committee on the prevailing monthly situation pertinent to the operational performance of the service and supply contracts.

Mr Burnett advised that no major operational difficulties had been experienced during the month with any of the contracts with all non compliance issues suitably addressed and no need for further action.

He reported that the level of contamination at the MRF had increased for the first time in three months. Consequently there followed some lengthy discussion on this issue. It was agreed that it may be beneficial at a future meeting to receive an overview on current collection arrangements in each Council allied to the application of the relative processing technologies.

Mr Burnett reported that overall, the monthly amount of material delivered for recycling and composting was significantly down, when compared with the previous figures in May 2015. He explained that the weather during May was a significant factor in relation to the reduced amount of garden type waste collected.

In respect to NILAS, he reported that the position with respect to meeting this year's NILAS target remains encouraging.

Following discussion the Joint Committee agreed to note the report.

**Action: Agreed**

### NILAS 14/15

Mr Burnett presented a report to advise the Joint Committee on the current position for 2014/15 and consider the application of the agreed arc21 NILAS transfer protocol.

He reported that the position concerning the 2014/15 NILAS targets currently indicates that 1 Council has exceeded their annual allowance and that, accordingly, the agreed arc21 protocol will require to be initiated.

It was recommended that the Joint Committee endorse the application and initiation of the protocol to the Constituent Councils.

Following discussion the Joint Committee agreed to endorse this recommendation.

**Action: Agreed**

### 2014/15 Waste Statistics

Mr Burnett presented a report on the indicative position in respect of key waste statistics covering the 2014/15 year.

AGENDA

He reported that the information provided by Councils to the Department through the wastedataflow system for the year 2014/15 had been completed and was now the subject of an initial validation process by the NIEA. Consequently the figures may be subject to change.

Following discussion the Joint Committee agreed to note the report.

Action: Noted

Consultation on Proposed Changes to the Quarterly 'NI Local Authority Collected Municipal Waste Management Statistics' Publication

Mr Burnett presented a report to advise the Joint Committee on the consultation paper issued by the DOE.

He reported that the purpose of the consultation was to seek views on proposals to change the format of the regular quarterly report on council waste statistics produced by the DOE.

A copy of the proposed arc21 response was attached for the Joint Committees' consideration and approval.

Following discussion the Joint Committee agreed to endorse the response, subject to any further amendment to take account of further contributions or developments, prior to the closing date of 31 July.

Action: Agreed

Pension Scheme Consultations

Mr Craig presented a report to present the Joint Committee with draft responses to 3 recent consultations which arc21, as a consultee, was asked to respond to in respect of the Local Government Pension Scheme and the Administration of the Local Government Pension Scheme undertaken by NILGOSC.

The consultations relate to:

*The Draft Local Government Pension Scheme (Amendment No. 3) Regulations (Northern Ireland) 2015 - published by the Department, with a deadline of 24 July.*

*The Draft Equality Action Plan 2015-18 - published by NILGOSC with a deadline of 31 July.*

*The Revision, Mission, Values, Strategic Aims and Objectives - published by NILGOSC, with a deadline of 31 August.*

Copies of the proposed responses were provided for Members consideration and approval.

Following discussion the Joint Committee agreed to endorse the responses, for submission to the relevant organisation by the appropriate deadlines.

Action: Agreed

AGENDA

### Education Vehicle

Mr Burnett presented a report to provide the Joint Committee with a synopsis on the utilisation of the education vehicle during the last financial year.

He reported that the types and locations of visits included: Schools - 68%; Shopping Centres - 4%; Community Shows and Events - 9%; HRC - 2%; Evening Groups - 7%; Summer Schemes - 8%; and Door Knocking - 2%.

He further reported that the survey results show that 95% of visitors to the vehicle rated their visit as very useful with a high proportion of education respondents rating the programme as excellent.

Following discussion the Joint Committee agreed to note the report.

Action: Noted

### Audit Committee Approved Minutes

Mr Craig presented the Joint Committee with a copy of the minutes of the Audit Committee meeting held on 29 January 2015 which were approved by the Audit Committee at its last meeting on 19 June 2015.

Following discussion the Joint Committee agreed to note the minutes.

Action: Noted

### Waste Acronyms

Mr Burnett presented a proposed Waste Acronyms List which included the ones most likely to be referred to during the Joint Committee meetings and invite any suggested additions.

Following discussion the Joint Committee agreed to note the report.

Action: Noted

### AOB

Councillor Gawith informed the meeting of a recent news story in relation to the Minister's consideration of the introduction of a money back on bottles scheme to help recycling and enquired as to arc21's comments on this.

Mr Burnett advised that the Minister would be tasking his officials to look at this and arc21 would be happy to help if required.

Action: Noted

Councillor Gawith indicated that he noticed arc21 compost for sale in a garden centre in Carryduff. Mr Burnett said this was unusual and that upon receipt of further information from Councillor Gawith, he would be happy to look into this further and respond to Councillor Gawith on the particular circumstances.

Action: Mr Burnett

AGENDA

Alderman Carson recorded his thanks to the Chair, Members and Staff for their well wishes following his recent illness.

Action: Noted

#### Next Meeting

The Chair advised that the next meeting of the Joint Committee would be held on Thursday 3 September 2015 and hosted by Belfast City Council at Malone House.

Action: Noted

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Chairman

AGENDA

**ITEM 5.1**  
**IN COMMITTEE**  
**ARC21 JOINT COMMITTEE Meeting No 003**  
**Hosted by Ards and North Down Borough Council**  
**Thursday 2 July 2015**

**Matters Discussed 'in committee'**

The following matters were raised 'in committee' during the meeting of the Joint Committee on 2 July 2015. The minute of this agenda item is to be treated as commercially sensitive and confidential. Therefore its existence and content should not be made publicly available until such time that it ceases to be commercially sensitive and confidential or that the Joint Committee so agrees.

Such non-disclosure will, at all times, be subject to any statutory provisions in place such as the Freedom of Information Act and Environmental Information Regulations.

The minute will be retained as a record by arc21.

There were three items discussed 'in committee' at this meeting.

**'In committee' Minutes of Meeting Number 002 held on 2 June 2015**

The minutes of meeting number 002 held, 'in-committee', on 2 June 2015 were agreed. There were no matters arising. **Action: Agreed**

**Residual Waste Treatment Project**

Mr Green presented a report to provide an update to the Joint Committee on the Residual Waste Treatment Project. This included the procurement process, FTC funding, the Planning Application progress and the PPC permit.

Following discussion the Joint Committee agreed to note the report. **Action: Noted**

**WEEE and Batteries Service Contracts**

Mr Burnett provided a report to make recommendations arising from a recent tender process for the provision of services in connection with the collection and processing of WEEE and Batteries.

He recommended that:

- The tenders for all five lots are awarded to European Recycling Platform for the provision of the collection and processing of household WEEE from Designated Collection Facilities for 24 months from 1/07/2015 with the option of a 1 year extension; and

**AGENDA**

- The tender is awarded to European Recycling Platform for the provision of the collection and processing of Batteries from Designated Collection Facilities for 24 months from 1/7/2015 with the option of a 1 year extension.

Following discussion the Joint Committee agreed to approve the recommendations.

**Action: Agreed**

**The Chairman advised Members that the meeting would now return to the main agenda.**

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**Chairman**

**AGENDA**

**ITEM 2**  
**Minutes**  
**arc21 Steering Group Meeting No 002**  
**Friday 19 June 2015 at 10.30am**  
**Belfast Castle**

**Present:**

Antrim & Newtownabbey Borough Council	Michael Laverty Lisa Mayne
Ards & North Down Borough Council	David Lindsay ( <i>Chair</i> ) Nigel Martin
Belfast City Council	Tim Walker Cormac Quinn ( <i>Secretary</i> )
Mid & East Antrim Borough Council	Donna Carey
Lisburn & Castlereagh City Council	Albert Reynolds
Newry, Mourne & Down District Council	Joe Parkes
arc21	John Quinn Ricky Burnett George Craig Cheryl Johnson

**1. Appointment of Chair And Deputy Chair**

Mr Craig updated that as there was no quorum in terms of Directors in attendance the appointment of chair and deputy chair would be postponed to the next meeting. Mr Lindsay agreed to take the position of Chair for the purposes of conducting the business of the meeting.

**2. Apologies**

Apologies were received from: Ms Moore, Mr O'Rourke, Mr Thompson, Ms Girvan, Ms Toland, Mr Green, Ms Boal, and Ms Campbell.

Mr Burnett introduced Cheryl Johnson, the new arc21 Procurement and Contracts Manager, to the meeting.

**3. Minutes of Steering Group Meeting 001**

Minutes of Steering Group Meeting 001 held on 26 May 2015 were proposed by Mr Walker and Seconded by Ms Carey. **Action: Agreed**



#### 4. Matters Arising

The Chair called for any matters arising from these minutes and the following issues were raised.

**Compositional Study:** Mr Burnett updated that the Compositional sampling schemes are currently being considered and this is being discussed with consultants in order to ascertain costs. Cost appropriation will need to be agreed. Mr Burnett noted that there is a need for the sampling to cover the winter months to reflect, for example, the impact of the collection of organic waste during that period. Mr Lindsay agreed that there is a need to allow Councils time to look at and promote recycling services prior to sampling taking place.

Ms Mayne queried the possibility of a compositional analysis being undertaken in respect of the residual waste bin and Mr Burnett noted that this would have a significant cost increase on current considerations. Mr Walker queried if there would be interest from Contractors in understanding the composition of waste to target treatment and potentially support the study. Mr Burnett noted that at this point no decision is required which will allow contractors to be involved as this would be targeted in winter months.

It was noted that the compositional study will allow Councils to prepare targeted improvements and also help Councils to determine their approach to DOE targets for food waste treatment.

**Operational Subgroup:** Mr Burnett noted that final membership of the operational subgroup will be confirmed this week.

**Joint Committee Handbook:** Mr Craig noted that Joint Committee handbook has been produced and access to this will be via the secure website.

#### 5. Conflicts of Interest Statement

The Chair called for any conflicts of interest in relation to the matters to be discussed at the meeting. There were none. Action: Noted

#### 6. Confidential Matters

Matters of a confidential nature were discussed and recorded separately. Action: Noted

#### 7. Contracts and Performance Update

Mr Burnett requested that the holiday arrangements for Council collections and disposal are updated with arc21 as soon as possible. It was noted that, in regards to the MRF operation, over the July break last year the Contractor, Bryson Recycling, had staff on site who were subsequently not required as Councils did not deposit the volume of waste estimated.

Mr Burnett presented a report to advise the Steering Group on progress with the core contracts relating to processing and disposal infrastructure i.e. MRF, Landfill, Bring Sites, and Organic Treatment followed by the monthly update in regards to the performance indicators.

Mr Burnett noted that no major operational difficulties were experienced with any of the contracts with all non compliance issues suitably addressed and no need for further action.

The level of contamination at the MRF increased for the first time in three months.

Overall, the monthly amount of material delivered for recycling and composting is significantly down, when compared with previous May figures. The weather during May was a significant factor in relation to the reduced amount of garden type waste collected.

### MRF

The amount of material delivered to the facility during May 2015 is the lowest amount for that month for over five years.

### *Contamination*

The level of contamination has increased for the first time in three months. Officers will be aware that the visual contamination survey is continuing at the MRF where a dedicated contamination checker examines each load as they are tipped. An assessment was made of the appropriate contamination grade and the type of contamination materials delivered was clearly highlighted.

Mr Burnett noted that it may be beneficial for contamination rates that if tours of the MRF or a brief on the work of the MRF are required for operatives that these can be arranged. Should any Council wish to avail of this for refuse collectors etc they are asked to contact Ms Johnson.

**Action: All**

### *MRF Procurement*

Mr Burnett updated that the OJEU notice is expected to be published very soon and confirmed that there has been a delay incurred due to final consultations with legal advisors taking place. Mr Parkes queried if there was any impact to the original procurement time line as this needs to tie in with the letting of Council specific haulage contracts. Mr Burnett noted that it may be possible for a report to go to Joint Committee in September, which may mean completion through Councils by December.

Mr Lindsay enquired about copies of completed contract documents, Mr Burnett noted as well as being available on request, these are loaded onto the e-sourcing system used by most Councils once final iterations are completed and as such are accessible through this media.

Mr Lindsay queried evaluation of tender documents and the composition of panels including Council Officers. Mr Burnett confirmed it was normal practise to involve Council Officers in evaluation panels and he saw no reason to change such. Mr Quinn noted that there has been useful training provided in the past for Council and arc21 Officers and this can be refreshed should Councils wish to avail of this.

**Action: Mr Burnett**

### Landfill

Tonnage delivered to the landfills during May 2015 was 16,440 tonnes. For April and May together the amount of tonnage to landfill is 19% higher than the same period in 2014.

### Bring Sites

There were 610 tonnes of material collected in May 2015.

Mr Walker noted that Belfast had experienced a decrease in service from Glassdon. Ms Johnson noted that there will be a meeting next week with Glassdon and that this would be discussed with the contractor then.

**Action: Mr Burnett**

### Organic Waste

In May 2015 a total of 8,999 tonnes of Organic Waste was collected. The tonnage was made up of 2,024 tonnes of Type 1 (garden waste only) and 6,975 tonnes of Type 2 (mixed garden and food waste).

Mr Burnett updated that the contractor had asked if arc21 would be amenable to consider changes in the service provision. Mr Burnett confirmed that the contractor was advised that they would be happy to consider proposals. The contractor indicated that they would develop potential changes with a view to outlining them late July/early August. Mr Lindsay made the assumption that the gate fee for the organics contract included some kind of capital cost for the building of infrastructure and that with the delay for various reasons in the infrastructure being developed then this aspect would need further consideration.

Mr Burnett felt that it would be prudent to take a look at this issue and report back to the Steering Group following the meeting with the Contractor.

**Action: Mr Burnett**

Mr Parkes noted that, with the closure of Drumnakelly next year, there is potentially an option for a waste transfer station in this area and that NWP currently already have developed a facility that could potentially be used.

A general discussion on the capacity for organic treatment took place and Officers suggested that the matter be discussed further following the feedback on the NWP proposal.

### NILAS

Mr Burnett confirmed that the NILAS calculation is conservative in nature and that it is better to err on the side of caution.

## 8. NILAS 14/15

Mr Burnett presented a report to advise the Steering Group on the current position for 2014/15 and consider the application of the agreed arc21 NILAS transfer protocol.

The position concerning the 2014/15 NILAS targets currently indicates that 1 Council has exceeded their annual allowance. Accordingly the agreed arc21 protocol will require to be initiated and the report outlined the process in respect of the transfers of allowances.

Mr Burnett asked Officers to note that the actual figures are still indicative at this stage and therefore likely to change.

The Allowances Transfer Protocol gives all arc21 Councils some protection in the event they do not meet their individual allocation for whatever reason e.g. difficulties with a specific scheme, collective capacity, management in the interests of efficiency and best value.

Mr Burnett outlined the required transfers that would be needed for Ards Borough Council. It was noted that this is required to be completed on the official NILAS 003 form together with an explanatory accompanying transfer letter on Council headed paper.

Mr Burnett also recommended that the current Joint Committee and Councils formally record their endorsement of the transfer protocol to cover the new administration arrangements for the future beginning with this year i.e. 2015/16.

**Action: All**

Mr Burnett offered to provide completed forms to Councils for dating and sign off to enable them to thereafter submit to the NIEA. This was agreed by Steering Group Officers.

**Action: Mr Burnett**

The Steering Group endorsed the application and initiation of the protocol to the Joint Committee and Constituent Councils.

**Action: Agreed**

#### **9. 2014/15 Waste Statistics**

Mr Burnett presented a report on the indicative position in respect of key waste statistics covering the 2014/15 year.

The Steering Group noted the statistical information relative to key waste statistics covering the year 2014/5.

Mr Lavery requested that the recovery, recycling and landfilling composite graphs be included. Mr Burnett agreed to this.

**Action: Mr Burnett**

#### **10. Consultation on Proposed Changes to the Quarterly 'NI Local Authority Collected Municipal Waste Management Statistics' Publication**

Mr Burnett presented a report to advise the group on the consultation paper issued by the DOE.

The Analytical Branch of the DOE is consulting on proposed changes to the format of the report on council waste statistics which they publish on a quarterly basis.

Officers will be aware that an informal meeting is being held with representatives from the Analytical Branch to discuss their proposals including any suggestions that have been raised by Officers following the request from arc21 made on 4 June 2015.

Mr Lindsay queried the "double" household waste. Mr Burnett noted that this was the European definition v/s the current internal NI definition.

Mr Burnett noted that there was discussion in regards to the use of commentary and suggested that explanations of issues would be useful for reporting and would add more background information to the reports.

The Steering Group agreed to endorse the draft response for submission in relation to the consultation.

**Action: Agreed**

#### **11. Education Vehicle**

Mr Burnett presented a report to provide the group with a synopsis of the utilisation of the education vehicle during the last financial year.

This included the types and locations of visits: Schools - 68%; Shopping Centres - 4%; Community Shows and Events - 9%; HRC - 2%; Evening Groups - 7%; Summer Schemes - 8%; and Door Knocking - 2%.

Survey results show that 95% of visitors to the vehicle rated their visit as very useful with a high proportion of education respondents rating the programme as excellent.

Mr Parkes suggested that, for future reports, the volumes of visits would also be worthwhile to see.

The Steering Group noted the report.

**Action: Noted**

#### **12. Waste Acronyms**

Mr Burnett presented a report to advise the Steering Group on the proposed Waste Acronym List for issue to the Joint Committee and invite any suggested additions.

Officers were invited to consider the list and make any suggested additions, prior to submission to the Joint Committee for information.

The Steering Group was asked to consider the report and suggest any additional acronyms for insertion into the list and forward these to Mr Burnett ASAP.

**Action: All**

#### **13. Council Update (Open Forum)**

Ms Mayne noted that the new ANBC Recycling Centre will be opening during the summer and that the likely date would be late July or early August.

Mr Parkes noted that the appointments for Assistant Directors in NMDDC are currently underway and further structure changes will be then be put in place.

Mr Walker noted that he was aware of NWP having disposed of their interests in residual waste to River Ridge and that an initial meeting with the new owner had taken place. Mr Walker also noted that the interim Waste Plan has been approved which is the plan for action covering the next two years.

Mr Lindsay noted that ANDBC is currently assessing the use being made of Recycling Centres over the summer months.

#### 14. AOB

Mr Lavery queried if there had been anything further in regards to the prosecutions in the illegal landfill case in the Northwest. The group was not aware of any further progress in regards to this.

Mr Burnett noted that the WEEE/ Battery tender had closed and a report will be produced for the Joint Committee and that this was a single tender response.

**Action: Noted**

**Next Meeting: Thursday 20 August 2015 hosted by arc21 at Belfast Castle.**

**ITEM 5.1**  
**IN CONFIDENCE**  
**Minutes**  
**arc21 Steering Group Meeting No 002**  
**Friday 19 June 2015 at 10.30am**  
**Belfast Castle**

Confidential Matters Discussed

The following matters were raised under 'Confidential Matters' during the meeting of the Steering Group on 19 June 2015. The minutes of these agenda items are to be treated as commercially sensitive and confidential. Therefore its existence and content should not be made publicly available until such time that it ceases to be commercially sensitive and confidential or that the Steering Group so agrees.

Such non-disclosure will, at all times, be subject to any statutory provisions in place such as the Freedom of Information Act and Environmental Information Regulations.

The minute will be retained as a record by arc21.

There were two items discussed under this section at this meeting.

**1. In Confidence Minutes of Steering Group Meeting 001 held on 26 May 2015**

The "in confidence" Minutes of Steering Group Meeting 001 held on 26 May 2015 were proposed by Mr Walker and seconded by Mr Laverty. **Action: Agreed**

**2. Residual Waste Treatment Project**

The meeting was updated on the following issues relating to the Residual Waste Treatment Project:

1. The Procurement Process;
2. The Financial Transactions Capital (FTC) Funding;
3. The Planning Application; and
4. The Integrated Pollution Prevention and Control (IPPC) Permit.

Mr Walker queried if there is any indication of consortium in relation to their possible decisions should there be an article 13. Mr Quinn noted that the bidder is still highly committed to the project.

Mr Walker noted that there may be an issue in regards to a pig farm in the general location of the proposed EFW site. Mr Quinn noted that this is currently being carefully considered.

**Action: Noted**

9/4/15

**transportni****SOUTHERN DIVISION**

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Our Ref: A7/TRO/15/01

Date: 6<sup>th</sup> August 2015

Dear Mr Hannaway

**NOTICE OF INTENTION – PROHIBITION OF WAITING EXCEPT BUSES AT A7 BELFAST ROAD, DOWNPATRICK**

I enclose for your information a copy of our proposals to prohibit the waiting of vehicles except buses on a 37m length of road at the above location.

I would be grateful if the council would consider the proposal and forward any comments at the earliest convenience.

If you require any further information please do not hesitate to contact me directly at the above address.

Yours sincerely



**Gordon Trueman**  
 Traffic & Network Development  
 Newry, Mourne & Down

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