



November 25th, 2022

Notice Of Meeting

You are invited to attend the Sustainability and Environment Committee Meeting to be held on **Wednesday, 23rd November 2022 at 6:00 pm** in **Boardroom Monaghan Row Newry** and **via Microsoft Teams**.

Committee Membership 2022-2023:

- Councillor O Magennis (Chairperson)
- Councillor T Andrews (Deputy Chairperson)
- Councillor C Casey
- Councillor W Clarke
- Councillor D Curran
- Councillor A Finnegan
- Councillor G Malone
- Councillor K McKevitt
- Councillor A McMurray
- Councillor D Murphy
- Councillor K Owen
- Councillor G Stokes
- Councillor D Taylor
- Councillor M Ruane
- Councillor J Tinnelly

Agenda

1.0 Apologies and Chairperson's remarks.

- Apology Cllr. Curran

2.0 Declarations of “Conflict of Interest”.

3.0 Action Sheet of the Sustainability and Environment Committee Meeting held on 18 October 2022. (Attached).

📎 *SE Action Sheet - 18 October 2022.pdf*

Page 1

Facilities Management and Maintenance

4.0 Report on the engagement of Volunteers for Castlewellan Forest Park. (Attached).

For Information

📎 *Report Engagement of Volunteers for Castlewellan Forest Park.pdf*

Page 5

📎 *Appenidix 1 - Volunteer Policy.pdf*

Page 9

5.0 Report on the control of grey squirrels. (Attached).

For Information

📎 *Report on the Control of Grey Squirrels.pdf*

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Waste Management

6.0 Report on Fleet replacement update. (Attached).

For Information

📎 *Report Fleet Replacement Programme Update.pdf*

Page 16

For Decision - Exempt Information Items

7.0 Fleet Management Operator's Licence Action Plan Update. (Attached)

For Decision

📎 *SE Committee - Fleet OL Action Plan Update - Cover Report - 23 11 22.pdf*

Not included

📎 *SE Committee - Fleet OL Action Plan Update - Appendix 1 - 23 11 22.pdf*

Not included

8.0 Business Case for Fleet Telematics. (Attached).

For Decision

- | | |
|--|---------------------|
| SE Committee - Business Case for Procurement of Fleet Telemetry System (Cover report) - 23.11.22.pdf | <i>Not included</i> |
| SE Committee - App 1 Business Case for Procurement of Fleet Telemetry System - 23.11.22.pdf | <i>Not included</i> |

9.0 Report on Proposed Extension to Monkshill Municipal Cemetery. (Attached).

For Decision

- | | |
|--|---------------------|
| Report - Extension to Monkshill Municipal Cemetery.pdf | <i>Not included</i> |
| Appendix 1 - Full Economic Appraisal - Extension to Monkshill Municipal Cemetery.pdf | <i>Not included</i> |
| Appendix A - Decision Notice LA07 2021 1270 F (Monkshill).pdf | <i>Not included</i> |
| Appendix B Drawing Pack LA07 2021 1270 F (Monkshill).pdf | <i>Not included</i> |
| Appendix C - Cost Estimates for extension of Monkshill Municipal Cemetery.pdf | <i>Not included</i> |

10.0 Report Upgrade Works to Warrenpoint Municipal Cemetery. (Attached).

For Decision

- | | |
|---|---------------------|
| Report Upgrade works to Warrenpoint Municipal Cemetery.pdf | <i>Not included</i> |
| Business Case - Short Form - Warrenpoint Municipal Cemetery Access and Pathways Project.pdf | <i>Not included</i> |
| Appendix A Photographs of Warrenpoint Municipal Cemetery pathways and Entrance Gate.pdf | <i>Not included</i> |
| Appendix B Warrenpoint Cemetery Paths 02.pdf | <i>Not included</i> |

11.0 Business Case for Appointment of Commercial Cleaning Contractor. (Attached).

For Decision

- | | |
|---|---------------------|
| Report Business Case for appointment of Commercial Cleaning Contractor Nov 2022.pdf | <i>Not included</i> |
| Appendix 1 - Business Case - Cleaning of Council Property.pdf | <i>Not included</i> |
-

12.0 Presentation on Council Strategic Waste Management Arrangements Update. (Attached).

For Decision

[Report Council Strategic Waste management Arrangements Update.pdf](#) *Not included*

[Council Strategic Waste Review - Final Report March 2022 SoLACE NI.pdf](#) *Not included*

For Noting - Exempt Information Items

13.0 Arc21 Joint Committee Members' Monthly Bulletin held on 27 October 2022. (Attached).

For Information

[Arc21-27October22-JC MembersBulletin.pdf](#) *Not included*

14.0 Arc21 Joint Committee Meeting in Committee Minutes of Thursday 29 September 2022. (Attached).

For Information

[In Committee Arc21-27Oct22-Item7-JC in Comm Mins 29Sept22.F.pdf](#) *Not included*

For Noting

15.0 Scheme of Delegation 1 April 2022 to 31 October 2022. (Attached).

For Information

[Report on S&E- Scheme of Delegation Nov 22.pdf](#) *Page 22*

[Appendix 1 Scheme of Delegation report 1 April 22- 31 October 22.pdf](#) *Page 24*

16.0 Northern Ireland Local Authority Collected Municipal Waste Management Statistics for April to June 2022. (Attached).

For Information

[NI Municipal Waste Management Statistics report.pdf](#) *Page 25*

17.0 Arc21 Joint Committee Meeting Minutes of Thursday 29 September 2022. (Attached).

For Information

[For noting Arc21-27Oct22-Item3-JC Mins 29Sept22.F.pdf](#) *Page 41*

18.0 Historical Action Sheet. (Attached)

For Information

📎 *SE Historic Actions Tracker Sheet (updated November 2022).pdf*

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ACTION SHEET ARISING FROM SE MEETING HELD ON TUESDAY 18 OCTOBER 2022

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
SE/139/2022	Monthly Action Sheet	Action Sheet of the Neighbourhood Services Committee Meeting held on 20 September 2022 be noted and actions removed as marked.	DSO		Y
WASTE MANAGEMENT					
SE/140/2022	Vegetation growth with Aughrim (Little River) at the Events Space Kilkeel	Agree to Council organising a consultation with all relevant stakeholders on the findings of the report. Consultation to include Mourne DEA Councillors; Kilkeel Development Association; landowners adjacent to this section of the river; DFI Rivers Agency and Inland Fisheries. The purpose of the consultation would be to seek to agree a preferred option and agreement on a way forward.	K Scullion	In progress	N
		Mr Cassells to respond to Councillor Ruane re: major fish kill at Donaghaguy Reservoir	A Cassells	Complete	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
SE/141/2022	Christmas Illuminations and Celebrations Group Meeting – 30 June and 6 October 2022	<p>Agreed to note the contents of the report and the Action Sheets of the Christmas Illuminations Group Meetings held on 30th June and 6th October 2022 and to approve the recommendations as set out in Sections 2.3 and 2.5 of this report.</p> <p>A Christmas tree be provided at Newcastle Harbour - Mr Scullion said there was currently no proposal to do anything along the Promenade this year but officials would be willing to work with the local community to see if anything could be done.</p>	K Scullion	In progress	N
WASTE MANAGEMENT					
SE/142/2022	Update on Cleansing Workshop	Agreed to approve the report of the Elected Member District Cleansing Workshop held on 5 October 2022.	S Murphy	In progress	N
SE/143/2022	Notice of Motion – revenue from EU Charging Infrastructure	Agreed to endorse the recommendation made at the Strategic Finance Working Group Meeting of 16 June 2022 as set out in Section 2.2 of the report and that	A Cassells	In progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		officers consider the most appropriate way forward in relation to identifying appropriate spaces that may be suitable for the proposal as outlined in the Notice of Motion.			
IN CLOSED SESSION					
SE/144/2022	Proposed Phase 2 extension to Kilbroney Municipal Cemetery	Agreed to note the content of the report and to proceed with Option 2 for the Phase 2 development of Kilbroney Municipal Cemetery. Option 2 would include refurbishment works to the existing cemetery site and an extension to the cemetery (circa 208 burial plots) in line with current planning approval. It was also agreed to bring forward a proposal for lights for Phase 1 and 2 and the compound once planning had been approved.	K Scullion	In progress	N
SE/145/2022	Arc21 Joint Committee Members' Monthly	Agreed to note this bulletin.	A Cassells		Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
	Bulletin – 29 September 2022				
SE/146/2022	Special Arc21 Joint Committee Meeting in Committee Minutes of 25 August 2022	Agreed to note these Minutes	A Cassells	Noted	Y
FOR NOTING					
NS/147/2022	Historic Actions Tracking Sheet Clock at St Mary's Parish Church Newry	Agreed the Historic Actions Tracking Sheet of the Neighbourhood Services Committee Meetings be noted and actions removed as marked. Agreed at the request of Councillor Taylor that officers consider the addition of the clock at St. Mary's Parish Church, Newry to the schedule for maintenance of town clocks and report back to Committee.	DSO K Scullion	Noted	Y
END					

Report to:	Neighbourhood Services Committee
Date of Meeting:	23 rd November 2022
Subject:	Engagement of Volunteers for Castlewellan Forest Park
Reporting Officer (Including Job Title):	Kevin Scullion, Assistant Director Facilities Management and Maintenance
Contact Officer (Including Job Title):	Jonathan Ellis, Grounds Maintenance Manager

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

For decision	<input type="checkbox"/>	For noting only	<input checked="" type="checkbox"/>
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1.0	Purpose and Background
1.1	<p>The purpose of this report is to advise the Committee of plans to recruit volunteers to work within Castelwellan Forest Park.</p> <p>The recruitment of volunteers will be undertaken in line with Council approved Volunteer Policy.</p>
2.0	Key issues
2.1	<p>The Council has a lease for the main recreational and amenity areas within Castlewellan Forest Park with Forest Service retaining the commercial forestry production and extraction operation.</p> <p>In relation to management of the entire leased area, this is divided between the ERT Directorate and S&E Directorate. The S&E Directorate responsibility relates to the Bothy Yard, Walled Garden, Rhododendron Wood, and tree collection within the entire park.</p> <p>The Walled Garden is circa 11 acres, and the Rhododendron Wood is circa 6 acres. S&E Directorate, with grant aid assistance (for 3 years from Heritage Lottery Fund (HLF)), has employed a Head Gardener and Gardener to manage this area. Work is progressing to recruit two Apprentice Gardeners to work along with this small team.</p>
2.2	<p>There are two separate projects receiving grant aid funding for improvements to the infrastructure within the park.</p> <p>The Council received grant aid funding through DAERA for the renovation of the Bothy Yard. This work, which is complete, included provision two new Greenhouses, provision of cold frame units, provision of various services (IT), resurfacing works, provision of toilets, provision of an Interpretation Area and provision of a disabled access lift to the Terrace area.</p> <p>A second project which is receiving HLF funding is underway with practical work expected to commence in 2023. In relation to the Walled Garden, works will include tree work, path</p>

	work, wall renovations, renovation of the fountains, drainage works and general landscaping.
2.3	<p>Historically there has been a group of volunteers who were recruited by Forestry Service to help and assist with grounds maintenance works within the Walled Garden. With the change of lease, this group is no longer providing a volunteer service.</p> <p>The Council has adopted the following definition of volunteering:</p> <p>'Volunteering is the commitment of time and energy, for the benefit of society and the community, the environment, or individuals outside (or in addition to) one's immediate family. It is unpaid and undertaken freely and by choice'.</p> <p>(Source: Northern Ireland Volunteering Strategy 2012)</p> <p>The Council recognises the benefit that volunteering has for both the volunteer and the organisation offering the opportunity to volunteer.</p> <p>The Council has an adopted policy on recruitment of volunteers which sets out how volunteers are engaged and the roles and responsibility of both the volunteer and the Council in this relationship. A copy of the approved Volunteer Policy is provided at Appendix 1.</p>
2.4	<p>The S&E Directorate plan to seek to set up a volunteer group to work with its Grounds Maintenance Team within the Walled Garden, Bothy Yard, and Rhododendron Wood. This recruitment will be carried out in accordance with the Council Volunteer Policy.</p> <p>Many previous volunteer members remain in contact informally and seek to volunteer again. This provides an immediate recruitment base which can be expanded upon.</p> <p>The establishment of a volunteer group addresses a key element of HLF funding where there must be extensive community involvement, education, outreach, and tangible benefits to the local area. Councils match funding and partnership working within the HLF project must deliver a significant number of resources – the proposed Gardening Volunteer Group will be a significant element of delivering this.</p> <p>Involving the wider community provides many benefits where volunteers can engage in the health and wellbeing advantages of working on a site of this quality. This will also foster local ownership of many schemes.</p> <p>It is intended that volunteers will be offered the opportunity to volunteer on a Wednesday and Saturday mornings (up to 7 hours each day).</p>
3.0	Recommendations
3.1	Note the content of the report.
4.0	Resource implications
4.1	Officer time in recruiting volunteers and their staff management on site
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)

5.1	<p>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</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>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</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 checked="" 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>Proposal initiating consultation</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>Due regard to Rural Needs (please tick all that apply)</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>

	The policy / strategy / plan / public service is not influenced by rural needs <input type="checkbox"/>
7.0	Appendices
	Appendix 1: Volunteer Policy
8.0	<p>Background Documents</p> <p><i>This relates to meeting requirements outlined in Part 8 of the Local Government Act (NI) 2014, Access to Meetings and Documents, wherein for four years after a meeting the following must be available at the Council Offices and on the website:</i></p> <p><i>Background papers which are defined as those documents relating to the subject matter of a report which:</i></p> <ul style="list-style-type: none"> <i>a) Disclose any facts or matters which in the opinion of the Chief Executive, the report or an important part of the report is based upon; and</i> <i>b) Have, in the Chief Executive's opinion, been relied upon to a material extent in preparing the report.</i> <p><i>These are documents on which the report, or an important part of the report, is based upon and have been relied upon to a material extent in preparing the report.</i></p>
	None

Policy title: Volunteer Policy**Policy Control**

Policy reference:	<i>Contact Corporate Policy & Equality Officer for a policy reference</i>
Title of Policy:	Volunteer Policy
Version:	1
Directorate / Departmental ownership:	Active & Healthy Communities
Officer responsible:	Sonya Burns, Head of Programmes
Date of ratification:	2 November 2020
Review date:	2 November 2024
Equality screening and Rural Needs Impact Assessment completed by:	Sonya Burns, Head of Programmes
Equality screening and Rural Needs Impact Assessment date:	26 January 2021
Location where document is held and referenced:	Responsible Department <input checked="" type="checkbox"/> Corporate Policy repository <input checked="" type="checkbox"/>

Contents

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Scope of the policy	2
Related policies and legislation	3
Definitions	3
Department & Officer responsible	4
Policy approval process	4
Review date	4
Procedures and arrangements for monitoring the implementation and impact of the policy	4
Equality screening	4
Rural Needs Impact Assessment	4

Appendix 1: S&E Committee Meeting 23rd November 2023**1. Title of policy**

Volunteer Policy

2. Statement

This policy has been developed to encourage and support volunteering with Newry Mourne and Down District Council (Council) and to provide guidance to ensure the interests of volunteers, staff and service users are met within our volunteering activities.

The Council has adopted the following definition of volunteering:

- 'Volunteering is the commitment of time and energy, for the benefit of society and the community, the environment, or individuals outside (or in addition to) one's immediate family. It is unpaid and undertaken freely and by choice'. (Source: Northern Ireland Volunteering Strategy 2012)

3. Aim

To develop and promote best practice in the involvement and support of volunteers in the work of the Council.

Specifically, the policy aims to:

- Encourage development of volunteering in all appropriate areas of the Council.
- Recognise and promote the importance of volunteering to the Council.
- To provide clear guidance to individuals, groups and corporate organisations considering volunteering opportunities with Council.
- Identify standards to which Council staff and volunteers are expected to adhere.

4. Scope

The Council recognises that volunteers offer their time freely. There is, however, an element of responsibility on both sides. It is important for volunteers to understand the benefits that will be gained from volunteering with the Council, and the Council's expectations of the volunteer.

Council employees volunteering during work hours is outside the scope of the policy and procedures

Council undertakes to provide volunteers with:

- A clear explanation of what they will be doing and why.
- Appropriate training, supervision and support for their role.
- A safe volunteering environment.
- Induction training.
- Appropriate personal protective equipment to undertake volunteering activities safely.

Appendix 1: S&E Committee Meeting 23rd November 2023

Council expects volunteers to:

- Maintain good working relations with other volunteers, employees and service users.
- Be an ambassador and positively promote the Council.
- Strictly adhere to the Council's decisions, policies and procedures.
- Attend and be responsible at all times. Undertake their role safely, both for their own sake and that of others.
- Demonstrate high standards of voluntary work and attend training as required.
- Maintain strict confidentiality.

The key implementation principles of the Volunteering Policy and associated Volunteer Agreement are:

- Recruitment, selection and registration
- Safeguarding and health checks
- A Volunteer Agreement
- Appropriate and relevant induction and training
- Support and Supervision
- 'Adding value' to existing services
- Attendance

5. Related policies and legislation

The following, which is not an exhaustive list, are the principal related policies:

- Newry, Mourne and Down District Council Corporate Plan
- Internet Acceptable Use Policy and all other IT and staff policies
- Health and Safety Policy
- Disciplinary Policies
- Code of Conduct for Local Government Employees
- Local Government Employee and Councillors Working Relationship Protocol
- Safeguarding Policy
- Domestic Abuse Policy
- Bilingualism Policy
- Newry, Mourne and Down District Council's Equality Scheme
- Access to Information Policy and Procedure
- Records Management Policy and Procedure
- Retention and Disposal Schedule

This following is not an exhaustive list of the related legislative provisions and measures requiring regulatory and legal compliance:

- General Data Protection Regulation 2018
- The Data Protection Act (2018)
- Freedom of Information Act 2000

6. Definitions

Not applicable.

7. Department and Officer responsible

Directorate / Department	Active & Healthy Communities / Community Engagement
Officer(s) responsible for developing the policy	Sonya Burns, Head of Programmes

8. Policy approval process

Meeting	Date
CMT	11 August 2020
SMT	9 September 2020
Active & Healthy Communities	19 October 2020
Monthly Council Meeting	2 November 2020

9. Review Date

The policy will be reviewed in line with the Council's agreed policy review cycle i.e. every 4 years (as per Council's Equality Scheme commitment 4.31), or sooner to ensure it remains reflective of legislative developments.

10. Procedures and arrangements for monitoring the implementation and impact of the policy

A Volunteer Agreement has been developed to implement the practical outworking of the policy.

11. Equality Screening

The policy has been screened and the outcome is that it is not required to be subject to an EQIA (with no mitigating measures required)

12. Rural Needs Impact Assessment

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

Report to:	Sustainability & Environment Committee
Date of Meeting:	23 rd November 2022
Subject:	Control of Grey Squirrels
Reporting Officer (Including Job Title):	Kevin Scullion, Assistant Director Facilities Management and Maintenance
Contact Officer (Including Job Title):	Danielle Begley, Biodiversity Officer Jonathan Ellis, Grounds Maintenance Manager

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

For decision	<input type="checkbox"/>	For noting only	<input checked="" type="checkbox"/>
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1.0	Purpose and Background
1.1	<p>The purpose of this report is to advise the Committee that the Department of Agriculture & Rural Affairs (DAERA) has written to all Councils and other bodies to advise that grey squirrels have been designated as requiring control which will lead to a 50% reduction in its population by 2030.</p> <p>DAERA confirms that this places a legal obligation on the Council to take action to seek this reduction.</p>
2.0	Key issues
2.1	<p>The grey squirrel has been designated as a Widely Spread Species within the Invasive Alien Species (Enforcement and Permitting) Order (Northern Ireland) 2019. This obligates all stakeholders, including Councils, to reduce its distribution in Northern Ireland by 50% by 2030.</p> <p>This legislation also makes it an offence to allow grey squirrels to spread and establish in new areas. If the Council fails to manage grey squirrels on its properties and they then spread to adjacent lands, this will be a breach of the legislation.</p>
2.2	<p>The Council is committed to protecting our natural environment and the wildlife that depends on it. The Council recognises the need for support of local people to work together to achieve this.</p> <p>The Council in its latest Biodiversity Action Plan, published in 2018, identified the red squirrel as being under threat from the grey squirrel. The threat comes from a disease carried by the grey squirrel, parapox virus, and their ability to outcompete the red squirrel for habitat and food.</p> <p>The Biodiversity Action Plan has set actions to be taken by the Council to address the risk to the red squirrel. These include:</p> <ul style="list-style-type: none"> ➤ Hold events to raise awareness of the red squirrel, such as Red Squirrel Week.

	<ul style="list-style-type: none"> ➤ Promote recording of the red squirrel by members of the public and local groups. ➤ Support local efforts to re-establish or increase red squirrel populations ➤ Work with the local red squirrel groups to raise awareness. <p>DAERA in their letter to the Council have highlighted that control measures should comprise of lethal or non-lethal, chemical or biological actions aimed the eradication, population control or containment of a population of alien invasive species.</p>
2.3	The Council already works with a local Red Squirrel Group and this will continue. Work will be undertaken in the use of viable humane lethal control measures. There will be a focus on locations that have red squirrel populations nearby (e.g., Kilbroney Park).
2.4	DAERA are asking the Council to provide details of the steps it is taking to meet this obligation. Officers will reply to DAERA to advise that the matter has been raised with Council and the action it is already taking through its Biodiversity Action Plan and its proposal to further include viable humane lethal control measures.
3.0	Recommendations
3.1	Note the content of the report.
4.0	Resource implications
4.1	Officer time. Costs associated with agreed viable humane lethal control measures.
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)
5.1	<p><i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i></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><i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i></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 checked="" 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>Proposal initiating consultation</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>
<p>6.0</p>	<p>Due regard to Rural Needs (please tick all that apply)</p>
<p>6.1</p>	<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>
<p>7.0</p>	<p>Appendices</p>
	<p>None</p>
<p>8.0</p>	<p>Background Documents</p> <p><i>This relates to meeting requirements outlined in Part 8 of the Local Government Act (NI) 2014, Access to Meetings and Documents, wherein for four years after a meeting the following must be available at the Council Offices and on the website:</i></p> <p><i>Background papers which are defined as those documents relating to the subject matter of a report which:</i></p> <ul style="list-style-type: none"> <i>a) Disclose any facts or matters which in the opinion of the Chief Executive, the report or an important part of the report is based upon; and</i> <i>b) Have, in the Chief Executive's opinion, been relied upon to a material extent in preparing the report.</i> <p><i>These are documents on which the report, or an important part of the report, is based upon and have been relied upon to a material extent in preparing the report.</i></p>
	<p>None</p>

Report to:	Sustainability and Environment Committee
Date of Meeting:	23 November 2022
Subject:	Fleet Replacement Programme Update
Reporting Officer:	Sinead Murphy, Acting Assistant Director Waste Management
Contact Officers:	Sinead Murphy, Acting Assistant Director Waste Management

For Decision	For Noting Only	X																																				
1.0	Purpose & Background																																					
1.1	The purpose of this report is to provide an update to members on the progress made to deliver new vehicles through the Fleet Replacement programme and the disposal of replaced vehicles.																																					
2.0	Key Issues																																					
2.1	<p>Following initial business case approval and procurement through the Yorkshire Purchasing Organisation (YPO) Framework, orders were placed with preferred suppliers in April 2022 for 73 vehicles identified as requiring priority replacement by 31st March 2023.</p> <p>Orders, by YPO Tender Lot, for vehicle to be replaced with estimated delivery time is detailed in Appendix 1 and is summarised in the table below. From the point of order estimated delivery ranged from 16 to 78 weeks.</p> <p>Three sweepers and four 32T Refuse Collection Vehicles have been delivered to Greenbank depot. Two 26T Refuse Collection Vehicles are expected to be delivered by the end of December 2022.</p> <table border="1"> <thead> <tr> <th>Lot</th> <th>Vehicle Type</th> <th>Number</th> <th>Estimated Delivery</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>3.5T Medium Chassis Vehicles</td> <td>7</td> <td>47 weeks</td> </tr> <tr> <td>2</td> <td>5/6T Medium Chassis Vehicles</td> <td>24</td> <td>56-78 weeks</td> </tr> <tr> <td rowspan="3">3</td> <td>12T Refuse Collection Vehicles</td> <td>7</td> <td>28-56 weeks</td> </tr> <tr> <td>26T Refuse Collection Vehicles</td> <td>19</td> <td>4 Nov 22 – 3 Mar 23</td> </tr> <tr> <td>32T Refuse Collection Vehicles</td> <td>4</td> <td>Delivered</td> </tr> <tr> <td>4</td> <td>7.5T Beavertail Vehicles</td> <td>2</td> <td>59 weeks</td> </tr> <tr> <td rowspan="3">5</td> <td>Compact 2.5T Sweeper vehicles</td> <td>1</td> <td>Delivered</td> </tr> <tr> <td>4.5T Sweeper vehicles</td> <td>2</td> <td>Delivered</td> </tr> <tr> <td>7.5T Sweeper vehicles</td> <td>3</td> <td>52 weeks</td> </tr> </tbody> </table>		Lot	Vehicle Type	Number	Estimated Delivery	1	3.5T Medium Chassis Vehicles	7	47 weeks	2	5/6T Medium Chassis Vehicles	24	56-78 weeks	3	12T Refuse Collection Vehicles	7	28-56 weeks	26T Refuse Collection Vehicles	19	4 Nov 22 – 3 Mar 23	32T Refuse Collection Vehicles	4	Delivered	4	7.5T Beavertail Vehicles	2	59 weeks	5	Compact 2.5T Sweeper vehicles	1	Delivered	4.5T Sweeper vehicles	2	Delivered	7.5T Sweeper vehicles	3	52 weeks
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	4.5T Sweeper vehicles	2	Delivered																																			
	7.5T Sweeper vehicles	3	52 weeks																																			

	12T Sweeper vehicles	3	52 weeks
6	Mule Vehicles	2	No returns
No tender returns were received for the mule vehicles. An alternative competition will commence for the procurement of these vehicles.			
2.3	Following business case approval at the April 2022 NS Committee meeting, the procurement of three Hook Lift vehicles through the preferred Yorkshire Purchasing Organisation (YPO) Framework has concluded with orders placed in November 2022. The expected delivery date of the vehicles is October 2023.		
	Lot	Vehicle Type	Number
			Estimated Delivery
	7	Hook Lift Vehicles	3
			39 weeks
The actual cost of the three Hook Lift vehicles was £510,300 which exceeded the estimated cost of £450,000 for the vehicles in the approved business case.			
2.4	<p>Work is continuing in identifying the next set of vehicles that are in excess of their economic life; of the 40 vehicles identified to date approximately half are small vans. Specifications have been drafted for the small vans to be procured with either diesel or electric as the main power source. The exact number of each is still being determined. Appropriate Business Cases will be brought to the Sustainability and Environment Committee for approval in due course.</p> <p>A four year vehicle replacement schedule is now in place with the ultimate objective to ensure, on an ongoing basis, that the Councils Fleet is maintained in good condition and that capital expenditure is equalised out over the life of the Fleet Replacement Programme. Appropriate Business Cases will be brought to the Sustainability and Environment Committee for approval in due course.</p>		
2.5	Where it is economically viable, some replaced vehicles will be retained in the short term to release hire vehicles or as 'spare' RCVs to ensure services remain operational. In line with the council's asset disposal procedure, the replaced vehicles will be disposed of by auction or where they are beyond economic repair via a contractor, with sale and scrap metal value to be accrued to the capital budget.		
3.0	Recommendations		
3.1	Members are asked to note the contents of the report.		
4.0	<u>Resource Implications</u>		
4.1	No additional resources are associated with this report.		
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)		

9.0	Background Documents
9.1	None

Appendix 1 – Vehicle Replacement Schedule

YPO Tenders (Bundle/Lot)	REG NO.	MAKE & MODEL	YEAR OF REG.	Anticipated replacement (weeks/date)
1_1	OJZ 1647	Ford Transit NW 350	2008	47
1_1	OJZ 1648	Ford Transit NW 350	2008	47
1_1	VKZ 7681	*Renault Traffic SWB S127dci	2008	47
1_2	MJZ 3134	crew cab cage tipper	2007	47
1_3	UJZ 6403	Iveco Daily 35S11	2013	47
1_3	MJZ 3135	Iveco Daily Med Van	2007	47
1_3	FJZ 7713	DAF Tipper	2003	47
1_3	*Perm hire	Luton body van	-	47
1_4	LJZ 1811	*Iveco Daily 35C12CH	2006	47
2_1	IJZ 5494	Iveco Daily Model 50C13	2005	78
2_1	OJZ 1328	Iveco Daily Model 50c 15	2008	78
2_1	WJZ 3007	Iveco Crew Cab	2014	78
2_1	WJZ 3008	Iveco Crew Cab	2014	78
2_1	WJZ 3009	Iveco Crew Cab	2014	78
2_1	WJZ 3011	Iveco Crew Cab	2014	78
2_1	FJZ 7762	Iveco Daily C-Cab Tipper 50C13	2003	78
2_1	OJZ 3864	Iveco 5T Tipper Crew - Grounds	2008	78
2_1	PJZ 1602	Iveco 5T Tipper Crew - Grounds	2009	78
2_1	GJZ 8700	Iveco daily crew cab	2004	78
2_1	IJZ 5046	Iveco daily crew cab 35C15	2005	78
2_2	IJZ 5499	Iveco Daily Model 50C13	2005	70
2_2	MJZ 6989	Iveco Guigaro Chassis Cab with Dropside body	2007	70
2_2	MJZ 6990	Iveco Guigaro Chassis Cab with Dropside body	2007	70
2_2	GJZ 7350	Iveco Daily Crew Cab	2004	70
2_2	OJZ 3865	Iveco 5T Crewcab	2008	70
2_2	OJZ 3866	Iveco 5T Crewcab + HIAB	2008	70
2_3	PJZ 4062	Crew Cage Litter	2009	56
2_4	PJZ 4063	Crew Cage Litter	2009	61
2_4	VJZ 5189	Crew Cage Litter	2014	61
2_4	OJZ 7183	Renault Mascot ISO DXI	2008	61
2_5	HJZ 6372	Iveco 5T Beavetail - Grounds	2004	61
2_5	LJZ 1812	Iveco 5T Beavetail - Grounds	2006	61
2_5	PJZ 4061	Iveco 5T Beavetail	2009	61
3_1	JXZ 3328	ISUZU Macpack	2016	50
3_1	KXZ 3519	Isuzu Macpack	2017	50
3_1	UJZ 3578	Isuzu Macpac rvc	2012	50
3_1	VJZ 9083	Isuzu Macpac	2014	50

3_1	SJZ 4061	Iveco Flat Back rvc	2011	50
3_1	TJZ 7520	Farid Body on DAF	2012	50
3_1	*Perm hire	Compact RCV	-	50
3_2	BV58 OUK	Mercedes RVC	2008	w/c 7 Nov 2022
3_2	NJZ 5187	Mercedes - RCV	2008	w/c 17 Nov 2022
3_2	PJZ 2755	Mercedes - RCV	2009	w/c 9 Jan 2023
3_2	RJZ 7101	Mercedes Econic	2010	w/c 16 Jan 2023
3_2	SHZ 6053	Mercedes - RCV	2014	w/c 16 Jan 2023
3_2	SJZ 3403	Mercedes - RCV	2011	w/c 16 Jan 2023
3_2	SJZ 3488	Mercedes - RCV	2011	w/c 16 Jan 2023
3_2	SJZ 4057	Dennis Elite EURO 5	2011	w/c 6 Feb 2023
3_2	SJZ 4058	Dennis Elite EURO 5	2011	w/c 6 Feb 2023
3_2	TJZ 6559	Dennis Elite EURO 5	2012	w/c 6 Feb 2023
3_2	UJZ 5984	Mercedes - RCV	2013	w/c 6 Feb 2023
3_2	UJZ 5985	Mercedes - RCV	2013	w/c 20 Feb 2023
3_2	VJZ 5742	DENNIS ELITE	2013	w/c 20 Feb 2023
3_2	VJZ 5743	DENNIS ELITE	2013	w/c 27 Feb 2023
3_2	WJZ 3917	Mercedes - RCV	2014	w/c 27 Feb 2023
3_2	WJZ 9922	26T Mercedes Benz Econic	2015	w/c 27 Feb 2023
3_2	WJZ 9923	26T Mercedes Benz Econic	2015	w/c 27 Feb 2023
3_2	WJZ 9924	26T Mercedes Benz Econic	2015	w/c 6 Mar 2023
3_2	WJZ 9925	26T Mercedes Benz Econic	2015	w/c 6 Mar 2023
3_3	WJZ 9921	26T Mercedes Benz Econic**	2015	Delivered
3_3	MJZ 5708	Mercedes Econic with Phoenix Body	2007	Delivered
3_3	UJZ 7894	Mercedes Benz Econic	2013	Delivered
3_3	VJZ 9349	Dennis Elite RCV	2014	Delivered
4_1	TFZ 2261	Iveco Daily 50c15 Crew Cab	2014	59
4_1	MJZ 3133	Iveco 5T Crewcab + HIAB	2007	59
5_1	HXZ 2738	Hako Citymaster HC 1250	2015	Delivered
5_2	VJZ 7682	Schmidt Swingo Compact Road Sweeper	2014	Delivered
5_2	VJZ 7683	Schmidt Swingo Compact Road Sweeper	2014	Delivered
5_3	HXZ 4195	Johnston Sweeper	2015	52
5_3	SJZ 5903	Mechanical Road Sweeping Vehicle	2011	52
5_3	NFZ 4837	Johnson GX201	2013	52
5_4	SJZ 4065	Dual Sweep Street Cleansing Vehicle	2011	52
5_4	TJZ 4916	Jonston Dual Sweep DAF LF	2012	52
5_4	MJZ8378	Scrab Sweeper	2007	52

Key:

* Permanent Hires

**Insurance write off due to Road Traffic Accident

Report to:	Sustainability and Environment (S&E) Committee
Date of Meeting:	23 November 2022
Subject:	Scheme of Delegation 1 April 2022 to 31 October 2022
Reporting Officer:	Andrew Cassell, Sustainability and Environment Director
Contact Officer:	Andrew Cassell, Sustainability and Environment Director

For Decision		For Noting Only		X
1.0	Purpose & Background			
1.1	The purpose of this report is to provide the Committee with a list of decisions taken by the Sustainability and Environment Director from 1 April 2022 to 31 October 2022 in accordance with the Scheme of Delegation for Officers.			
2.0	Key Issues			
	<u>Scheme of Delegation</u>			
2.1	A list of the decisions taken between 1 April 2022 and 31 October 2022 are provided at Appendix I.			
3.0	Recommendations			
3.1	Member are asked to: <ul style="list-style-type: none"> ▪ Note the decisions taken by the Sustainability and Environment Director from 1 April 2022 to 31 October 2022 in accordance with the Scheme of Delegation for Officers 			
4.0	Resource Implications			
4.1	There are no resource implications attached to this report.			
5.0	Due regard to equality of opportunity and regard to good relations (complete the relevant sections)			
5.1	<i>General proposal with no clearly defined impact upon, or connection to, specific equality and good relations outcomes</i>			
	It is not anticipated the proposal will have an adverse impact upon equality of opportunity or good relations			<input checked="" type="checkbox"/>
5.2	<i>Proposal relates to the introduction of a strategy, policy initiative or practice and / or sensitive or contentious decision</i>			
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
	If yes, please complete the following:			

	<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><i>Proposal initiating consultation</i></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	Due regard to Rural Needs (please tick all that apply)
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	Appendices
7.1	<ul style="list-style-type: none"> ▪ Appendix I - list of the decisions taken between 1 April 2022 and 31 October 2022
8.0	Background Documents
8.1	Scheme of Delegation for Officers

Sustainability and Environment Committee 23 November 2022

Scheme of Delegation from 1 April 2022 – 31 October 2022

	Purpose	Requester	Date request for use	Location	Value
1.	Outdoor exercise classes	Stephanie Chillingworth	16/4/22 – 29/10/22	Warrenpoint Park	
2.	Darkness into light	Crossmaglen Darkness into light	7/5/22	Cardinal O’Fiaich Square, Crossmaglen	
3.	Street Fest	Melissa McCabe	20/5/22 , 24/6/22 , 29/7/22 & 28/8/22	Newry Market	
4.	Arts Event	Marrion Fitzpatrick	16/6/22	Hill Street, Newry	
5.	Traditional Music Evening	Crossmaglen Community Association	23/6/22	Cardinal O’Fiaich Square, Crossmaglen	
6.	Record Fair	Stephen Murrin	24/7/22	Newry Market	
7.	Family friendly event with Children’s activities	Newcastle Comhaltas	30/7/22	Upper Square, Castlewellan	
8.	Food Market and Teddy Bears Picnic	Simon Grant	12/8-15/8/22	Warrenpoint Park, Esplanade and Square Car Park	
9.	Unveiling of Robert Hill Hanna VC Statue	Schomberg Society Kilkeel Ltd	20/8/22	Lower Square Kilkeel Town Centre	
10.	Public Culture Night Event	Downpatrick Community Collective	23/9/22	St Patrick’s Square – Downpatrick Town Centre	
11.	Spooky Street Feast	Melissa McCabe	28/10/22	Newry Market	
12.	Halloween Event	Crossmaglen Community Association	31/10/22	Cardinal O’Fiaich Square, Crossmaglen	

Northern Ireland Local Authority Collected Municipal Waste Management Statistics

Quarterly provisional estimates for April to June 2022



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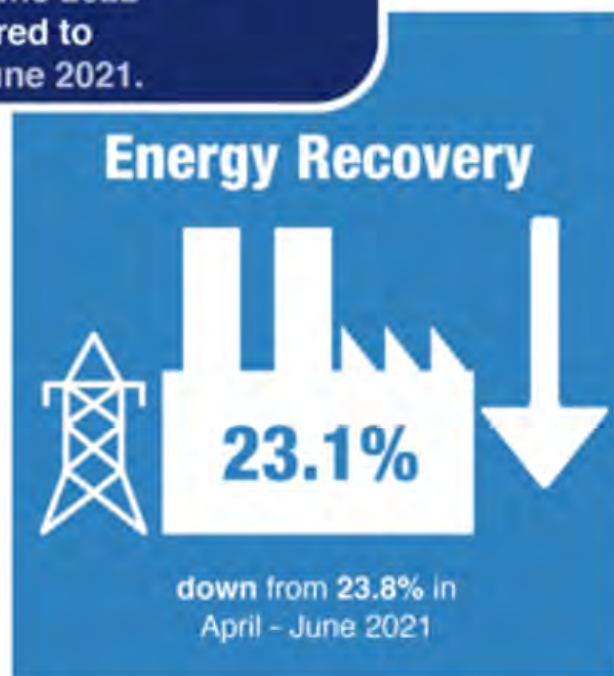
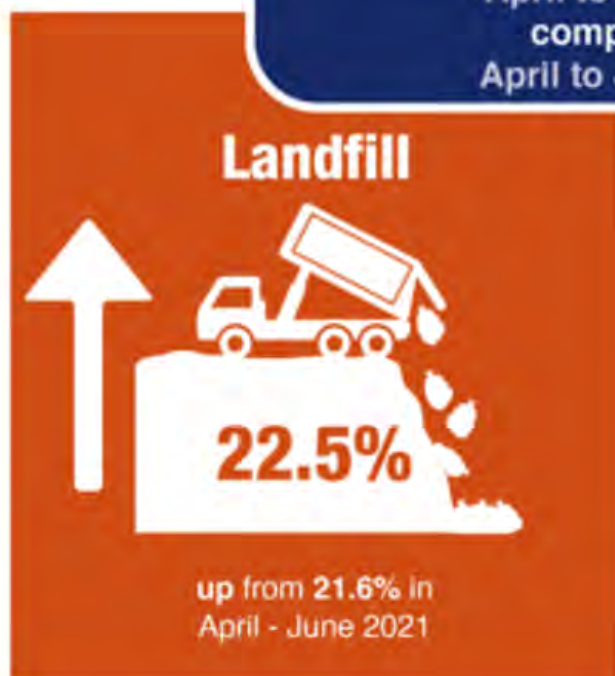


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Northern Ireland waste management statistics – April to June 2022



Recycling, energy recovery and landfill rates of LAC municipal waste April to June 2022 compared to April to June 2021.



Key Points

- Northern Ireland's councils collected 263,355 tonnes of waste during April to June 2022, a 7.5 per cent decrease compared to April to June 2021.
- During April to June 2022, 52.8 per cent of waste collected by councils was sent for recycling, 0.7 per cent higher than the recycling rate for April to June 2021.
- The landfill rate for waste collected by councils was 22.5 per cent in April to June 2022, a fall from 72.5 per cent in April to June 2006, but higher than the 21.6 per cent recorded during April to June 2021.
- Almost a quarter (23.1 per cent) of waste arisings were sent for energy recovery in April to June 2022 which was lower than the 23.8 per cent reported in April to June 2021. In the longer term, energy recovery rates have increased from 0.1 per cent recorded during April to June 2010.
- Household waste accounted for 87.8 per cent of all waste collected during this period.
- The recycling rate for household waste was 53.8 per cent in April to June 2022, higher than the 52.1 per cent recorded during the same quarter of 2021. The landfill rate for household waste was 21.8 per cent, similar to the rate recorded in April to June 2021.

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National Statistics Status	11

Reader Information

This document may be made available in alternative formats, please contact us to discuss your requirements. Definitions of key terms used in this publication are available in [Appendix 2 – Glossary](#) of the latest Annual Report.

Purpose

This is a quarterly publication which reports provisional statistics on the key measurements of local authority collected municipal waste for councils and waste management groups in Northern Ireland.

The data contained are used by local authorities, waste management groups, Devolved Administrations, UK Government and the EU to measure progress towards achieving targets from various waste strategies including:

- The revised Northern Ireland Waste Management Strategy
- The Waste Framework Directive

Data on household recycling was a population indicator for the previous Programme for Government (PfG) and has been proposed as an indicator in the forthcoming PfG.

The data are also used by media, the general public and special interest groups to inform policy and lifestyle choices related to the treatment of waste.

Further details are available in [Appendix 1 – Main Uses of Data](#) of the Annual Report.

Next Updates

- Provisional statistics for July to September 2022 are scheduled for publication in January 2023.
- Finalised data for 2021/22 are scheduled to be published in November 2022 and will supersede previously published data from the four quarterly returns for that financial year.
- The scheduled dates for all upcoming publications are available from the GOV.UK statistics release calendar: www.gov.uk/search/research-and-statistics

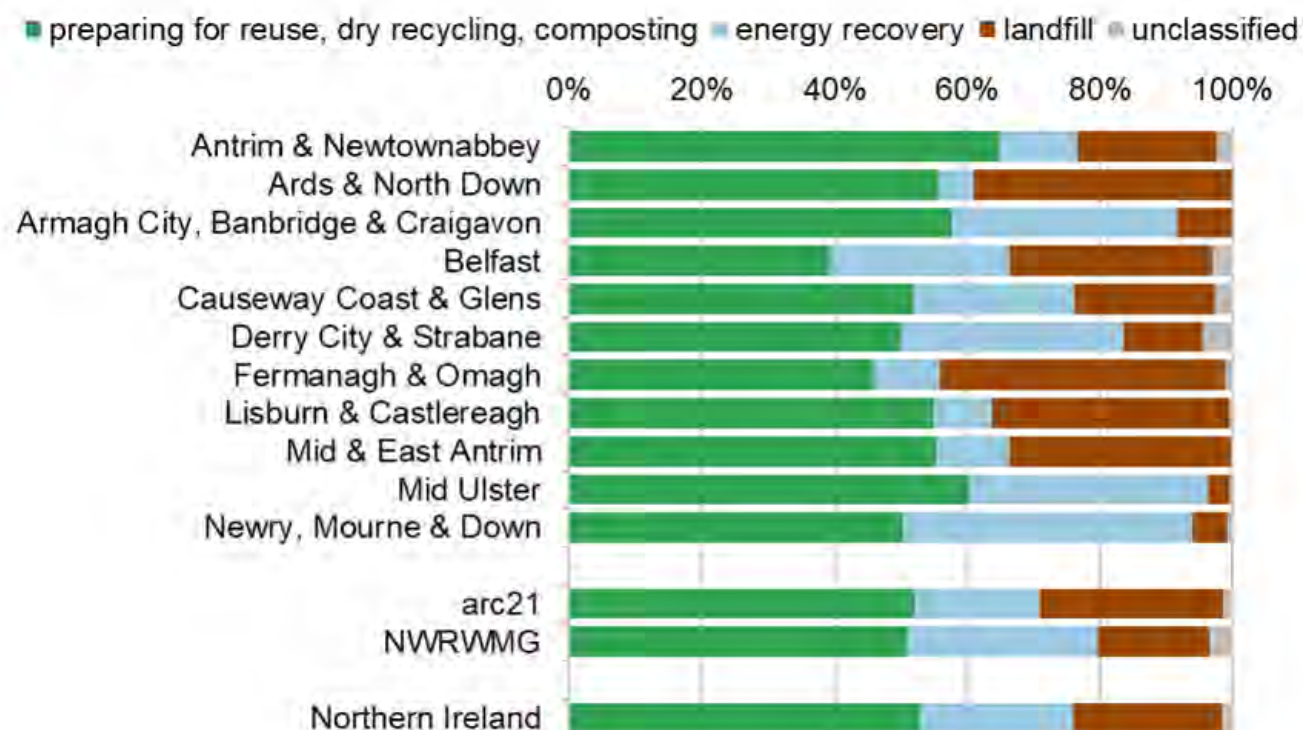
Overview

This report presents information on the quantities of Local Authority Collected (LAC) municipal waste managed in Northern Ireland between April and June 2022. The report is split into four sections, each of which cover local authority collected municipal waste and, where appropriate, household waste:

- waste arisings (pages 2-3),
- recycling (pages 4-5),
- energy recovery (pages 6-7),
- landfill (pages 8-10).

Figure 1: Waste preparing for reuse, dry recycling, composting, energy recovery and landfill rates by council and waste management group

Northern Ireland, April to June 2022



At the Northern Ireland level, 52.8 per cent of waste collected by councils was sent for preparing for reuse, dry recycling and composting between April and June 2022. Energy recovery accounted for 23.1 per cent and 22.5 per cent was landfilled. The remaining 1.5 per cent unaccounted for is likely to involve moisture and/or gaseous losses. Each of the rates are discussed in detail in the appropriate section of the report.

The rate of waste sent for preparing for reuse, dry recycling and composting was 0.7 per cent higher to that reported in April to June 2021. The energy recovery rate decreased by 0.7 percentage points while the landfill rate increased by 0.9 percentage points from April to June 2021. Household waste accounted for 87.8 per cent of total waste collected by councils. Household waste includes materials collected directly from households via kerbside collections, material taken to bring sites and civic amenity sites as well as several other smaller sources.

Waste arisings

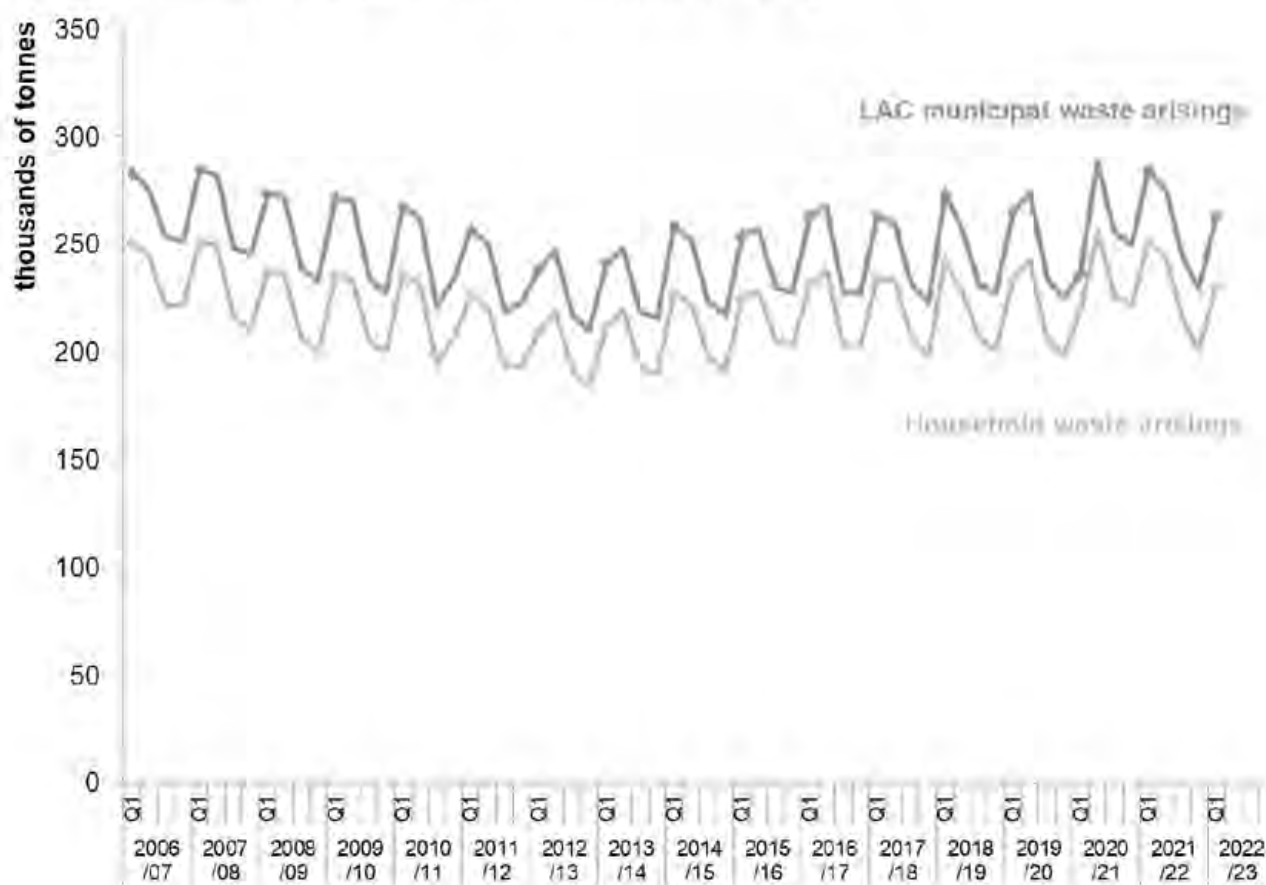
Northern Ireland’s councils collected 263,355 tonnes of waste between April and June 2022. This was 7.5 per cent lower than the 284,771 tonnes collected during April to June 2021. While there were some relaxations to the Coronavirus Health Regulations during April to June 2021, many people continued to work from home which contributed to an increased tonnage of waste collected during this quarter. Factors affecting LAC municipal waste arisings, the majority of which is household waste, include individual household behaviours, the advice and collection services provided by councils, the state of the economy and weather conditions during that particular quarter.

The total quantity of local authority collected (LAC) municipal waste arisings is a key performance indicator, KPI (j). This indicator is used to monitor performance under the Local Government (Performance Indicators and Standards) Order (Northern Ireland) 2015.

Since 2006/07 household waste has accounted for 86-90 per cent of total waste collected by councils each quarter, apart from April to June 2020 when Covid-19 restrictions resulted in a larger than normal proportion of household waste being collected. During April to June 2022 household waste accounted for 87.8 per cent. The remaining 12.2 per cent was non-household waste such as rubble/soil and commercial/industrial waste.

Figure 2: Waste arisings

Northern Ireland, quarterly from 2006/07 to 2022/23 KPI (j)

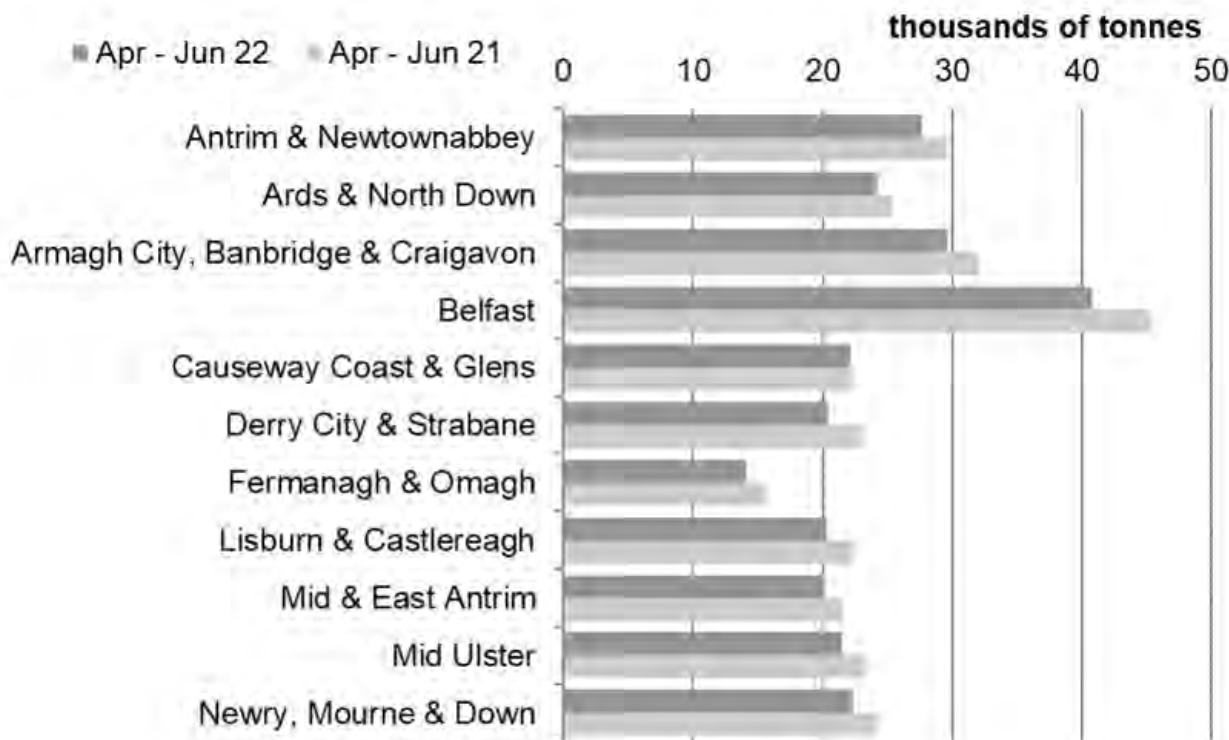


The longer term trend for April to June saw a gradual reduction in waste arisings of 15.8 per cent across six years, from 283,493 tonnes between April and June 2006 to a low of 238,613 tonnes between the same three months of 2012. Since 2012, arisings have

generally shown an increasing trend until the April to June 2021 quarter (April to June 2020 excepted). Waste arisings in the latest April to June quarter have returned to a level similar to those recorded pre-pandemic.

Figure 3: Waste arisings by council

Northern Ireland, April to June 2021 and April to June 2022, KPI (j)



The proportion of waste collected by each council broadly reflects the population within the councils. Belfast collected the most waste at 40,846 tonnes, whilst Fermanagh and Omagh collected the least at 14,070 tonnes.

All councils reported a decrease in total arisings in April to June 2022 compared to the same period in 2021. The largest percentage decrease was recorded in Derry City & Strabane at 11.3 per cent. The quantity of waste collected at kerbside and civic amenity sites fell by 3.8 and 14.7 per cent respectively compared to April to June 2021.

These statistics can be found in Table 1 accompanying data tables spreadsheet and in the [time series dataset](#).

Recycling

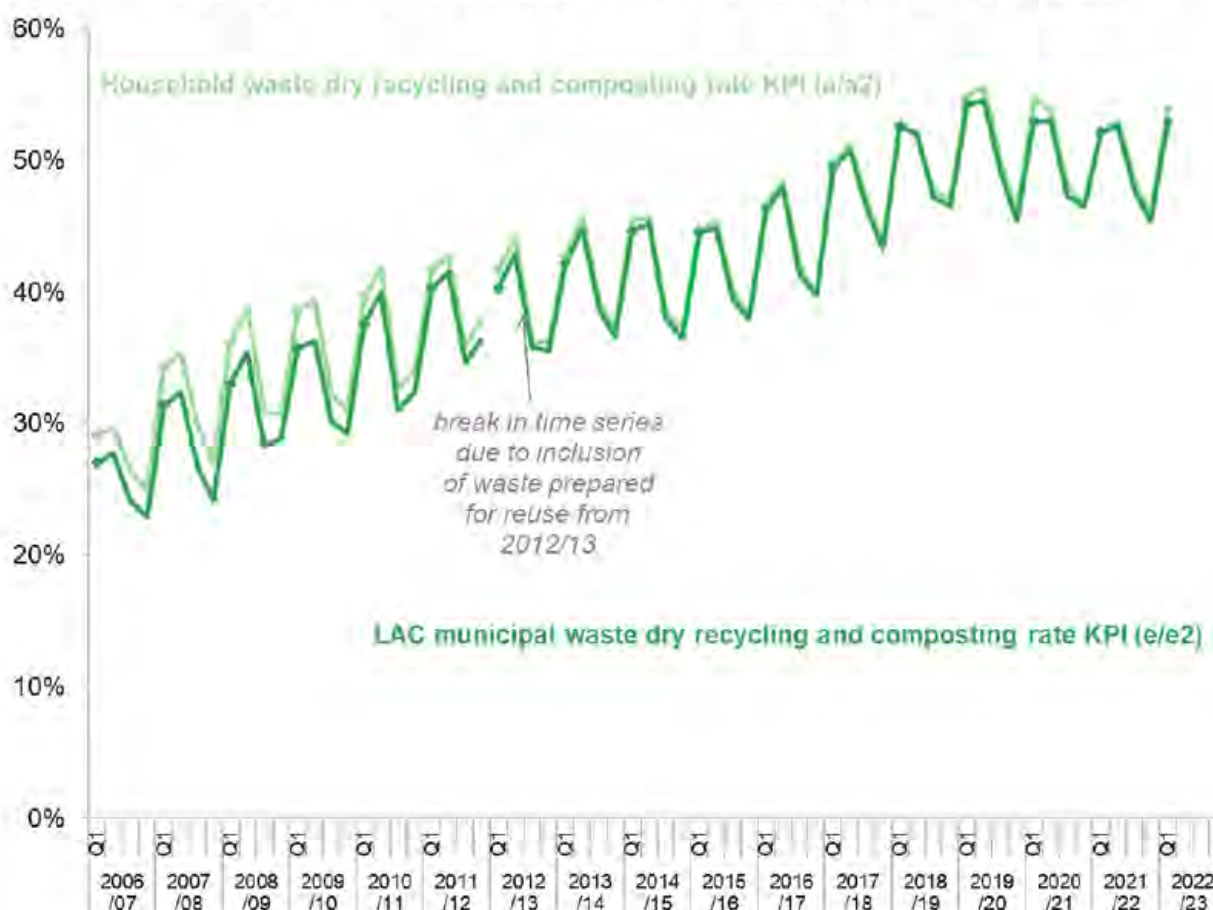
This section of the report looks at local authority collected (LAC) municipal waste and household waste recycling rates, both of which include waste sent for preparing for reuse, dry recycling and composting.

There were 139,106 tonnes of waste sent for preparing for reuse, dry recycling and composting (referred to as 'recycling' for the rest of this section) between April and June 2022. The waste recycling rate was 52.8 per cent. This was slightly higher than the 52.1 per cent of waste sent for recycling between April and June 2021.

The recycling rate for household waste only was 53.8 per cent between April and June 2022, again slightly higher than the 52.1 per cent recorded during the same three months of 2021. The proportion of household waste sent for dry recycling made up 21.5 per cent, composting 32.0 per cent and preparing for reuse 0.3 per cent. Last year the equivalent rate for preparing for reuse was 0.3 per cent, whilst the dry recycling and composting rates were 22.6 per cent and 29.3 per cent respectively.

Waste sent for recycling is included in a number of key performance indicators, KPI (a), (a2), (e), and (e2). These indicators are used to monitor performance under the Local Government (Performance Indicators and Standards) Order (Northern Ireland) 2015. The household waste annual recycling rate was a population indicator for [Programme for Government \(PfG\) 2016-2021](#) and is being proposed as an indicator for the next PfG.

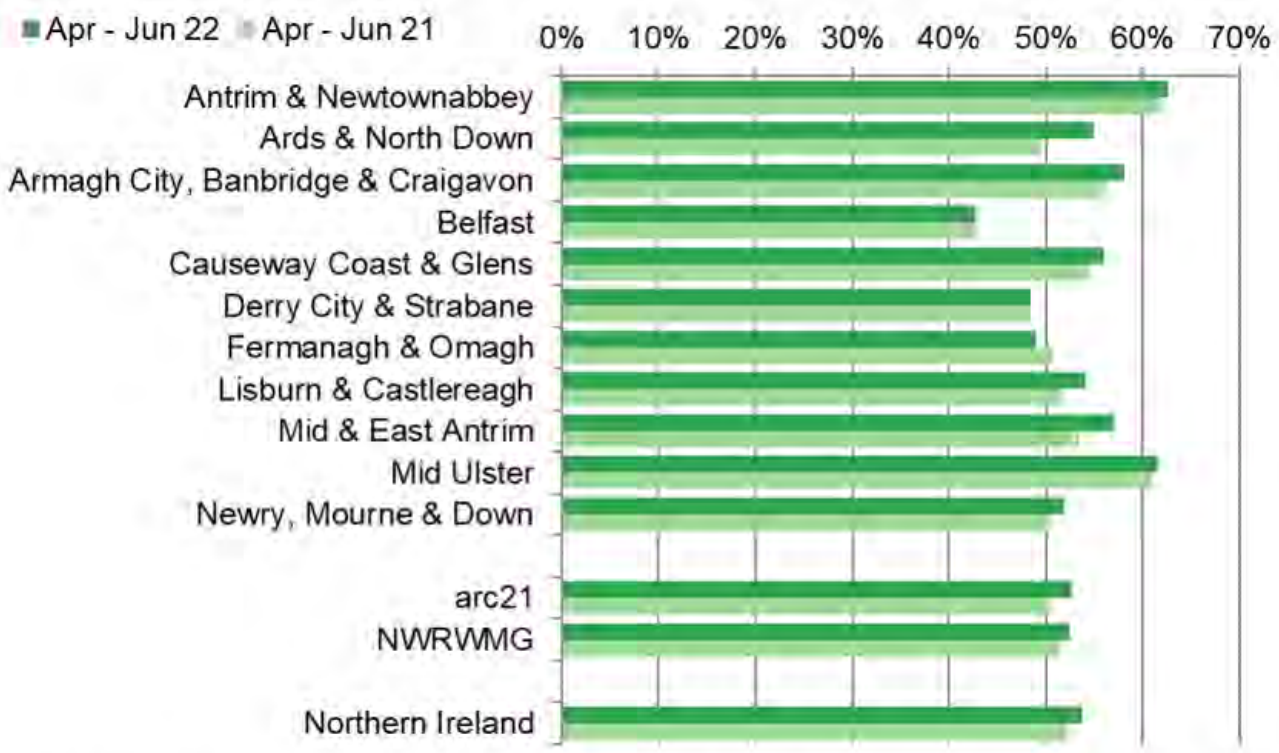
Figure 4: Waste sent for preparing for reuse, dry recycling and composting
Northern Ireland, quarterly from 2006/07 to 2022/23, KPIs (a), (a2), (e) and (e2)



These statistics show seasonal variation which is driven by the quantities of garden waste sent for composting. Greater quantities of garden waste are collected and sent for composting during the spring and summer quarters, April to June and July to September.

The longer term trend for Local Authority Collected municipal waste recycling has been a steady increase from 27.0 per cent in April to June 2006 to 54.2 per cent in April to June 2019. The Local Authority Collected municipal waste recycling rate for Northern Ireland has remained at a similar level in the quarters April to June 2020 until April to June 2022. Waste sent for preparing for reuse (598 tonnes this quarter) has been included since 2012/13 and adds 0.2 percentage points to the overall LAC recycling rate in April to June 2022.

Figure 5: Household waste preparing for reuse, dry recycling and composting rate by council and waste management group
Northern Ireland, April to June 2021 and April to June 2022, KPI (a2)



Ards & North Down reported the largest increase in their household recycling rate compared to April to June 2021 at 5.4 percentage points, with an increase in waste sent for composting the largest contributing factor in this rise. Seven other councils reported increases in their household recycling rates, whilst the rate decreased in Fermanagh & Omagh district council area. Belfast and Derry City & Strabane reported similar rates to those in April to June 2021.

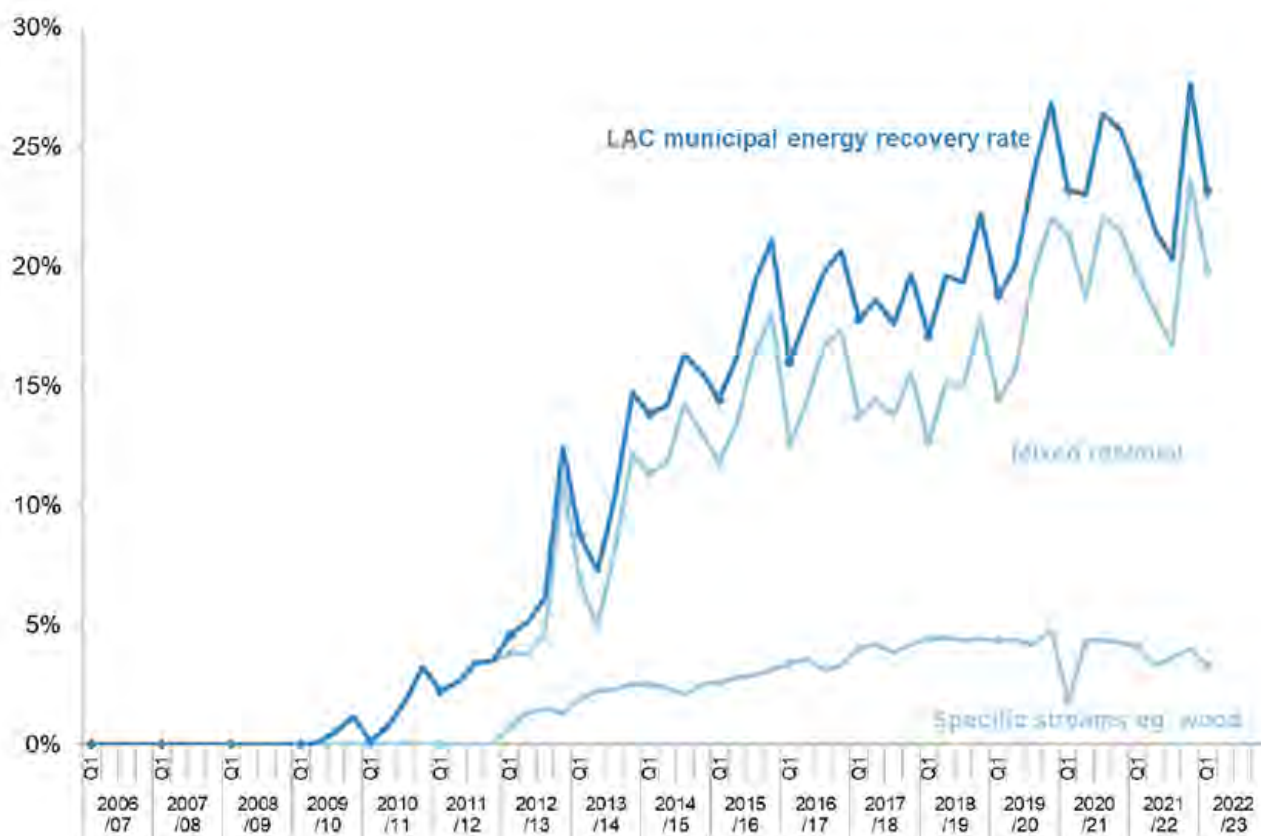
These statistics can be found in Tables 4 and 12 of the accompanying data tables spreadsheet and in the [time series dataset](#).

Energy recovery

This quarterly report includes statistics on energy recovery, which is the term used when value is gained from waste products by converting them into energy. All energy recovery statistics reported in this section are derived from material sent for energy recovery via incineration/gasification, although other technologies exist. Energy recovery via anaerobic digestion is not included in this section and is explained further in [Appendix 1 – Limitations of Data](#) of the latest Annual Report.

Between April to June 2022, 60,890 tonnes of waste arisings were sent for energy recovery. This produced a waste energy recovery rate of 23.1 per cent, lower than the 23.8 per cent rate reported for the same period in 2021. For each period, the majority of energy recovery was from mixed residual waste, with a smaller proportion from specific streams, e.g. wood.

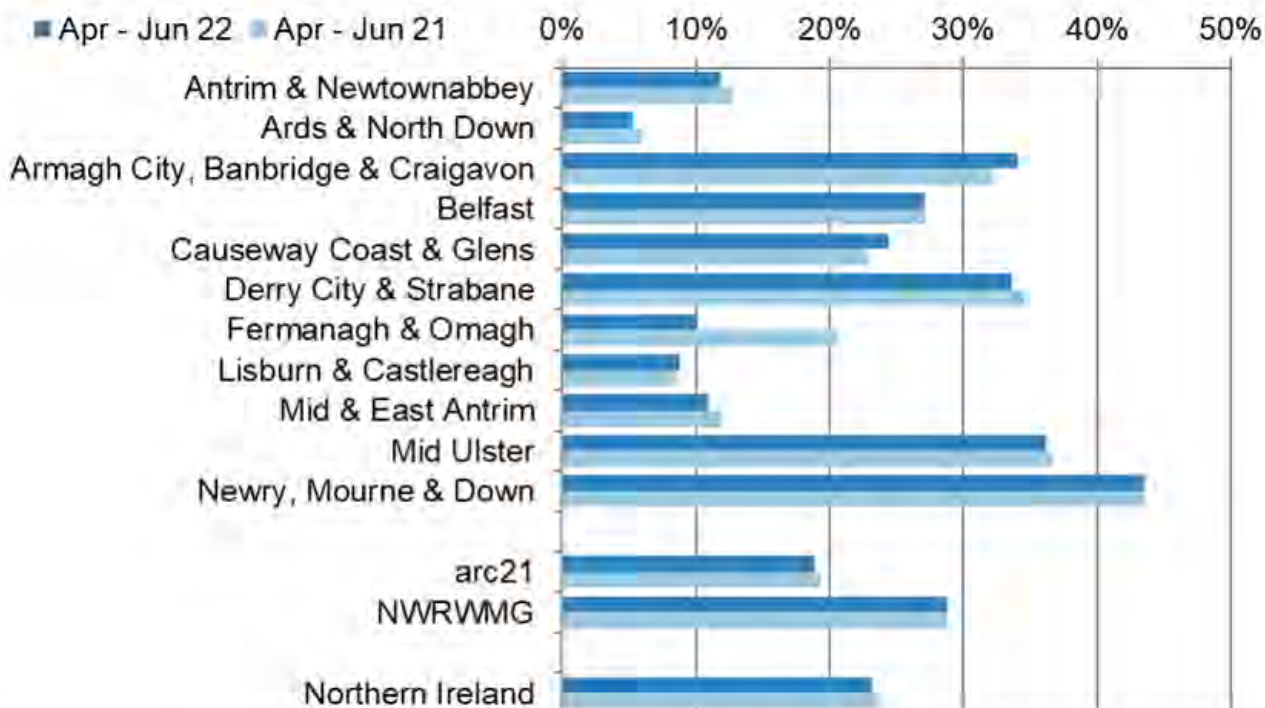
Figure 6: Waste sent for energy recovery via incineration
Northern Ireland, quarterly from 2006/07 to 2022/23



There was zero, or very small quantities, of waste sent for energy recovery before 2009/10. Strong growth began during 2009/10 with the energy recovery rate increasing from 0.1 per cent during April to June 2010 to 23.2 per cent for the same three months of 2020. In recent April to June quarters the energy recovery rate has remained at a similar level. Most of the growth since 2010/11 has been driven by mixed residual waste sent for energy recovery (from 0.1 per cent during April to June 2010 to 19.8 per cent in April to June 2022). The specific stream proportion was 3.3 per cent in April to June 2022.

Mixed residual waste sent for energy recovery is combustible residual waste collected from the kerbside and from civic amenity sites which is processed into refuse derived fuel at material recovery facilities. The specific streams element of energy recovery is mostly wood but also includes furniture, carpets and mattresses, mostly collected from civic amenity sites.

Figure 7: Waste energy recovery rate by council and waste management group
Northern Ireland, April to June 2021 and April to June 2022



The highest waste energy recovery rate was recorded in Newry, Mourne & Down at 43.6 per cent, whilst the lowest was recorded in Ards & North Down at 5.2 per cent. Two councils recorded an increase in the waste energy recovery rate in April to June 2022 compared to the same quarter in 2021 with the largest increase of 1.8 percentage points in Armagh City, Banbridge and Craigavon. Five councils recorded a decrease in the energy recovery rate while there was little change recorded in four others.

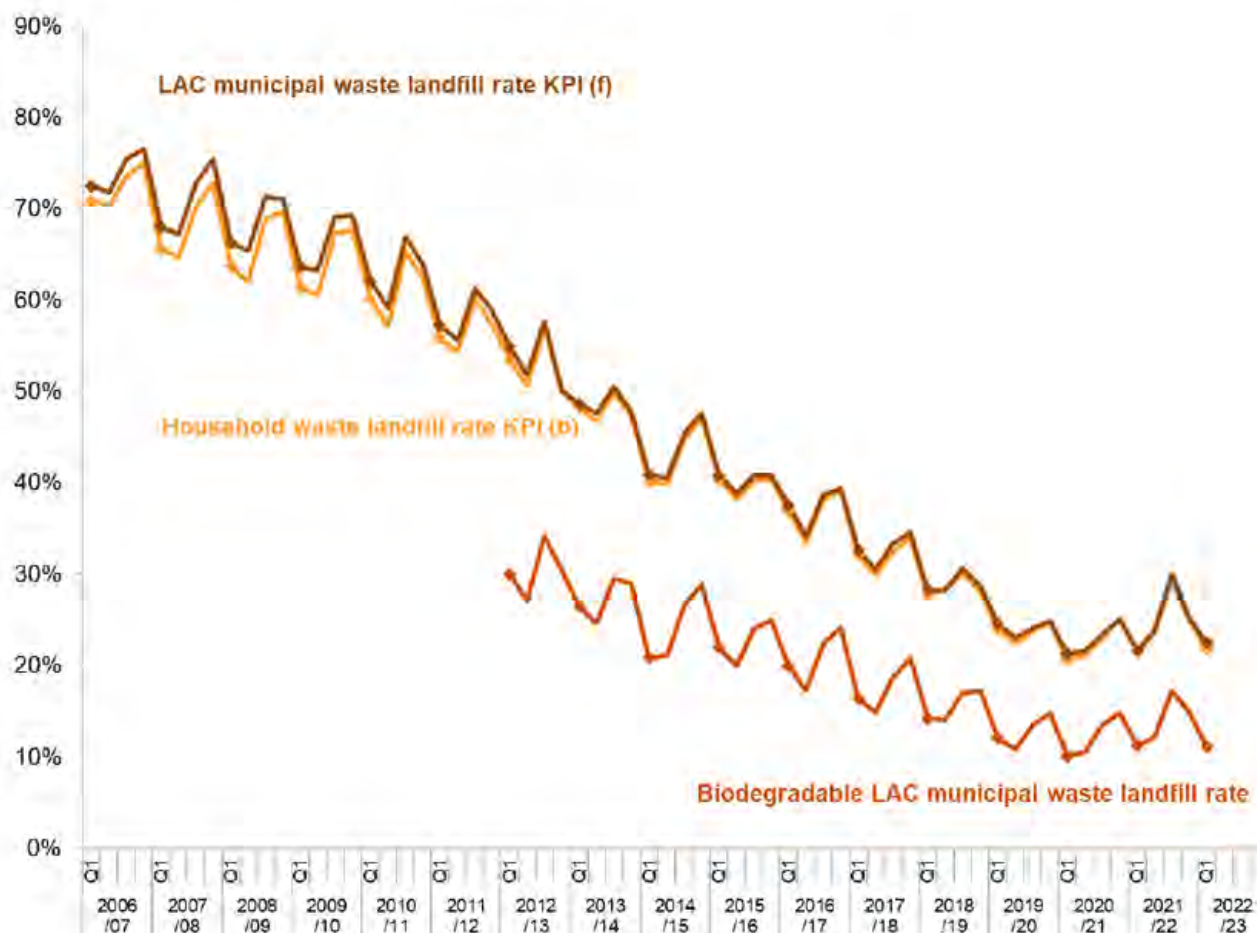
These statistics can be found in Tables 3 and 4 of the accompanying data tables spreadsheet and in the [time series dataset](#).

Landfill

The quantity of LAC municipal waste sent to landfill decreased by 3.6 per cent, from 61,525 tonnes during April to June 2021 to 59,291 tonnes between April to June 2022. This produced a quarterly landfill rate of 22.5 per cent, higher than the 21.6 per cent recorded during the same quarter of 2021. The latest quarterly landfill rate for household waste only is 21.8 per cent.

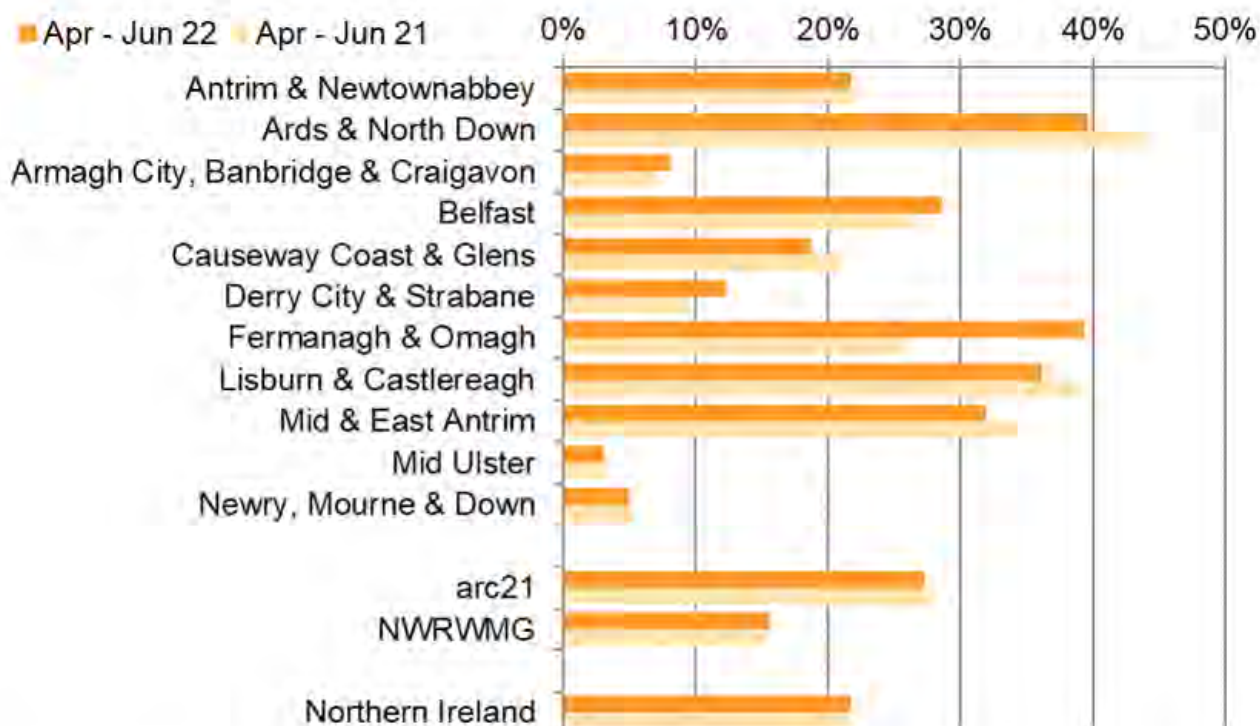
Figure 8: Waste sent to landfill

Northern Ireland, quarterly from 2006/07 to 2022/23, KPIs (b) and (f)



The longer term trend has seen the April to June household waste landfill rate fall from 70.9 per cent in 2006 to a low of 20.6 per cent in 2020. The landfill rate has slightly increased in both the April to June periods since. Note that the landfill rate exhibits seasonality and the April to June and July to September quarters tend to have lower rates than October to December and January to March. The seasonality stems from the higher level of compostable garden waste arising during spring and summer.

Figure 9: Household waste landfilled by council and waste management group
Northern Ireland, April to June 2021 and April to June 2022, KPI (b)



The highest household waste landfill rate was recorded in Ards & North Down at 39.7 per cent, whilst the lowest was recorded in Mid Ulster at 3.1 per cent. The household waste landfill rate increased for four councils in April to June 2022 compared to the same three months in 2021, with the largest increase recorded in Fermanagh & Omagh of 13.4 percentage points. Four councils reported a fall in their household waste landfill rates with a further three recording similar household waste landfill rates to April to June 2021.

The statutory requirement for all councils in Northern Ireland to provide households with a container for food to enable its separate collection has contributed to a long-term drop in landfill rates, though increasing energy recovery rates for some councils have also contributed.

Biodegradable waste to landfill

The Landfill Allowance Scheme (NI) Regulations 2004 (as amended) placed a statutory responsibility on councils, in each scheme year, to landfill no more than the quantity of biodegradable waste for which they had allowances. The scheme concluded at the end of the 2019/20 financial year, however the continued monitoring of Biodegradable waste is required for existing target commitments which specify that it must be reduced to 35 per cent of the total amount (by weight) of biodegradable municipal waste produced in 1995.

Northern Ireland’s councils sent 29,255 tonnes of biodegradable waste to landfill between April to June 2022, which was 49.3 per cent of all waste sent to landfill. During the same quarter last year, 31,940 tonnes of biodegradable waste was sent to landfill which was 51.9 per cent of all waste sent to landfill.

Figure 10 displays the tonnages of LAC biodegradable and non-biodegradable waste sent to landfill by each council, comparing them with other councils and to the same quarter last year.

Figure 10: Biodegradable and non-biodegradable waste to landfill by council
Northern Ireland April to June 2021 and April to June 2022,



There is considerable variation between councils in the quantities of biodegradable waste sent to landfill, as well as the proportion of biodegradable waste in total landfill. In Derry City & Strabane, 61.1 per cent of all waste sent to landfill was biodegradable, whilst in Mid Ulster, 41.1 per cent of all waste sent to landfill was biodegradable.

National Statistics Status

National Statistics status means that our statistics meet the highest standards of trustworthiness, quality and public value, and it is our responsibility to maintain compliance with these standards.

These statistics were first designated as National Statistics, and underwent a full [assessment](#) against the Code of Practice, in January 2014 by the UK Statistics Authority.

A compliance check [assessment](#) was completed for the waste statistics produced by each of the UK regions in 2020 with the results of the finding published in October 2020.

The trustworthiness, quality and value of the statistics, including the coherence of the data source, methods and quality assurance (QA) arrangements, and the presentation of the statistics were reviewed with a final outcome that the statistics can continue to be designated as National Statistics.

The conclusion of the compliance check cited the following actions as strengths:

- Ongoing quality assurance of the data contained within the report by reviewing methods on a quarterly basis.
- Improved statistical output by creating a [time series](#) of Northern Ireland local authority collected municipal waste management statistics to accompany the report and tables. This [dataset](#) is also available on Open Data NI along with a [time series](#) of materials collected at Northern Ireland local authority waste management sites.
- Improved statistical output by creating [infographics](#) to accompany the report and tables.
- Improved statistical output by creating an [interactive dashboard](#) to accompany the report and tables.
- Hosted a workshop with users in February 2020 to review publications and statistical outputs.
- Sought and implemented recommendations from GSS good practice team to improve the publication.

Some areas for minor improvement were also suggested and these will be addressed as we continually improve the statistical output.

One suggestion was to liaise with the other UK regions to produce a guide on how waste is defined as recycled and explain the main definitional differences in recycling rates between countries. The recycling explainer is now available at the following link:

[Recycling Explainer](#)

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BELFAST
BT4 3SB



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

www.daera-ni.gov.uk



**INVESTORS
IN PEOPLE**

ITEM 3
ARC21 JOINT COMMITTEE
Virtual Meeting No 73
MINUTES
Thursday 29 September 2022

Members Present:

Councillor M Goodman (<i>Deputy Chair</i>)	Antrim & Newtownabbey Borough Council
Councillor A Bennington	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 S Lee	Lisburn & Castlereagh City Council
Councillor D Reid	Mid & East Antrim Borough Council
Councillor K Owen	Newry, Mourne & Down District Council
Councillor J Brennan	Newry, Mourne & Down District Council

Members' Apologies:

Alderman R Gibson	Ards & North Down Borough Council
Alderman A Carson	Ards & North Down Borough Council
Councillor R McMullan	Belfast City Council
Councillor F Ferguson	Belfast City Council
Councillor JJ Magee	Belfast City Council
Councillor M Gregg	Lisburn & Castlereagh City Council
Councillor I Friary	Mid & East Antrim Borough Council
Alderman R Cherry	Mid & East Antrim Borough Council
Councillor R Burgess	Newry, Mourne & Down District Council

Officers Present:

T Walker	arc21
H Campbell	arc21
J Green	arc21
K Boal	arc21
M Laverty	Antrim & Newtownabbey Borough Council
W Muldrew	Lisburn & Castlereagh Borough Council
M Smith	Mid & East Antrim Borough Council

Officers' Apologies:

G Craig	arc21
D Lindsay	Ards & North Down Borough Council
C Matthews	Belfast City Council
H Moore	Lisburn & Castlereagh Borough Council
A Cassells	Newry, Mourne & Down District Council

The Chair extended his condolences to Councillor Goodman and his family on their recent bereavement.

He also welcomed Councillor Brennan, from Newry, Mourne & Down District Council, to his first meeting.

Item 1 - AGM**Procedures**

Mr Walker read out the procedures for the position of electing a Chair and Deputy Chair for the forthcoming year.

(Councillor Goodman in the Chair)**Election of Chair**

Nominations were sought for the position of Chair to serve the Joint Committee for the forthcoming year.

Nominated: Alderman David Drysdale
Proposed by: Councillor Alison Bennington
Seconded by: Councillor Michael Goodman

It was resolved that Alderman Drysdale be re-elected as Chair of the Joint Committee for the incoming year.

(Alderman Drysdale in the Chair)

Alderman Drysdale thanked everyone for their confidence in him and for his re-nomination. He thanked Councillors Bennington and Goodman for proposing and seconding him, the subcommittee and all the Joint Committee members in meeting the challenges during a difficult year.

Election of Deputy Chair

Nominations were then invited for the position of Deputy Chair of the Joint Committee.

Nominated: Councillor Michael Goodman
Proposed by: Councillor Alison Bennington
Seconded by: Councillor Rosie Kinnear

It was resolved that Councillor Goodman be re-elected as Deputy Chair of the Joint Committee for the incoming year.

The Chair congratulated Councillor Goodman on his re-appointment.

Councillor Goodman thanked Members for nominating him as Deputy Chair. He advised that it had been a rollercoaster of a year and there was a lot still to be done. He noted that there had been a great deal of co-operation and hard work from the Joint Committee and staff at arc21 from the ACEX down and thanked everyone and advised that he looked forward to it continuing for the year ahead.

Item 2 - Conflicts of Interest Statement

The Chair read out the Conflicts of Interest Statement.

Action: Noted

Item 3 - Apologies

Apologies were noted.

Action: Noted

Item 4 - Minutes of Joint Committee Meeting 072 held on 25 August 2022

Following discussion, the Joint Committee approved the minutes of the Joint Committee meeting 072 held on 25 August 2022.

Action: Agreed

Item 5 - Matters Arising

All matters arising were discussed under the main agenda.

Action: Noted

Item 6 - Contracts & Operations Briefing ReportService Status

Ms Boal reported that all services had been operational during the month of August and no contractors required to put in place any of their contingency measures.

She advised that contractors are now reducing their COVID protocol restrictions and in terms of operations it was intended that arc21 officers would reintroduce site visits with a focus on picking up on some of the newer contracts, such as the new haulage contract and the new facility at Carrickfergus and prioritising these in terms of the Health & Safety audits.

Performance - August 2022

Ms Boal reported that turnaround times had been reviewed and, in most cases where there was mitigation, service credits were not applied. However, service credits were applied to Biffa and NWP this month for failing to meet their contract turnaround times.

She advised that there was still a number of overweight vehicles relating to the haulage contract which continue to be monitored and arc21 are liaising with the contractor in this regard. She noted that we are also doing some assessment on the weight discrepancies between the weights on the weighbridges where vehicles are leaving the site and the ones going into sites.

In terms of contingency arrangements, she advised that there were none needing to be used in August.

Some bottle banks sites did not have the specified 20% capacity available (two in Mid & East Antrim Borough Council which is mainly down to coastal area peak season) and the contractors were notified of these incidences and sites were serviced accordingly.

Health & Safety

Ms Boal reported that there were a number of Health & Safety incidents reported to arc21 by contractors and councils which related to the Biffa landfill site; two incidences relate to the same vehicle in regard to the trailer popping open and that issue has now been fixed.

She noted that council officers have been requested to check with their operational managers that all vehicles delivering to these sites are in proper working condition, as if they are not, they run the risk of being turned away.

Council officers have also been asked to liaise with their H&S officers and operational managers including those of external contractors to check vehicle loads that may include hazardous items which may cause fire and to ensure that all drivers are appropriately trained and understand their obligations to follow site rules.

Rejected Loads

Ms Boal reported that there was one rejected load delivered to the organics delivery sites, and no rejected loads were delivered to Bryson in August 2022 which was positive.

Council officers have again been requested to continue to review their protocols to ensure that systems are in place so that vehicles are fully emptied before collecting another material stream.

arc21 Contract Tonnages

Ms Boal reported that across all of the arc21 contracts, the tonnage received in August was circa 1,500 tonnes more than the previous month.

She noted the following in comparison to August 2021::

- A decrease of 5.3% for MDR material delivered into Bryson which may have been affected by some of the industrial action
- for MRF Lot 2, there was a 4.3% increase
- for the Organics Contract, there was an increase of 3.7% for Type 1 and for the Type 2 material, there was a small increase of 0.38%
- the Residual Landfill Waste Contracts, saw a 0.4% decrease

She reported that in terms of the 60,000 capacity secured at Cottonmount landfill site, 6,429.72 tonnes were used in August 2022, the total used in February to August 2022 was 41,983.56 tonnes, meaning a monthly average of 5,997.65 tonnes. She noted that the capacity should run us through to end of November and as previously agreed plans are in place to the end March 2023 in terms of landfill capacity.

Persistent Organic Pollutants (POPs)

Ms Boal reported on developments with POPs and discussed recent correspondence from the Environment Agency [England] who has issued correspondence to all local authorities [England] asking them to confirm that they have reviewed their procedures to ensure they will be compliant with the requirements regarding handling and disposing of POPs contaminated wastes (i.e. soft furnishings) from the beginning of 2023 and, if not, to take the necessary steps to ensure compliance.

Furthermore, councils have specifically been asked to confirm with the Environment Agency that their waste management activities (collection and disposal) for all soft furnishings will ensure that the items will be managed separately and will be being sent for incineration, by no later than 31 December 2022.

She advised that arc21 has been trying to determine if something similar would apply to the councils in NI and that we had been liaising with the Department accordingly.

She reported that it was likely that NIEA will follow that of the Environment Agency approach and, whilst the tonnage of this material is not known because it has never been collected as a separate stream, it is likely there will be widespread logistical and cost implications for councils if the English guidance for separate collection, transport and disposal via

incineration is followed. It is probable that this would require export to facilities outside of NI as the guidance requires that the only form of disposal for POPs contaminated material is by incineration or an appropriately equipped cement kiln.

In terms of a cement kiln or incinerator facility, Ms Boal advised that NI is not in the same position as in England where there are a greater range of options. She highlighted to the Committee that this issue had been discussed at the last Steering Group meeting where it was agreed that Mr Walker would raise this with the Strategic Waste Partnership, the interface between NI councils and DAERA, as an issue which required urgent clarification.

Mr Walker advised that there had been considerable debate within English councils when they received the Environment Agency Guidance in September due to potential contractual issues, as well as likely ramifications regarding retrofitting requirements for the facilities treating these [POPs] materials. He noted that the industry and councils are enquiring if there can be a deferral in enacting this guidance in order for the sector to deal with the new requirements.

In terms of locally, he advised that there have been discussions with the Department but that the person who would previously have dealt with this matter had retired and a new officer had yet to be appointed. He said that he would be writing to the Chair of the Strategic Waste Partnership.

Councillor Goodman referred to the note in the report in relation to the amendments to the regulations, the most recent of which was in 2020, and enquired why Members were only hearing about it now.

Ms Boal said that officers and Members had previously been advised of the potential for POPs guidance, but that determining the categories of materials which would fall within its scope had not been completed until recently. In this regard, the Environment Agency had only finished their testing regime and had prioritised seating (e.g. soft furnishings), and had issued their Guidance focusing upon this particular waste stream. However, she noted that this is likely to be expanded and include other waste streams as time passes. She noted that the obligation already exists, and landfill is not a permissible disposal option for these items.

Members enquired about locally available cement kilns in NI and Mr Walker noted that the closest was in Cookstown, but that there may be a need for facilities to be appropriately modified to deal with these materials.

He noted that England continues to export residual waste to Europe as there is insufficient incineration capacity to deal with all the materials arising. He highlighted that managing POPs is likely to raise disposal issues for every jurisdiction.

Councillor Goodman enquired if officers or councils had spoken to the cement kiln operators on their position regarding this.

Mr Walker advised that the NI guidance has not been issued yet. Any discussion at this stage would be speculative, especially as councils do not have any direct relationships with these contractors; he recognized however that it may be prudent to open up discussions at this stage, even at a high level to help inform councils' next steps.

Ms Boal advised that there had been discussion at the recent Steering Group meeting, but it may be difficult to progress matters as there was an issue regarding the value of any potential contract, and premature contact could complicate future procurement exercises.

She also advised that a body of work remained to be done to determine the tonnages and, with no guidance from NIEA on what is required, arc21 is trying to escalate that with the Department to determine what the next steps are likely to be along with a prospective timeline. She highlighted that the Steering Group is intending to have a strategic review meeting in the coming weeks and this would be included as a topic at this time.

Ms Boal proposed that arc21 could conduct a market engagement exercise similar to that undertaken for the interim residual, and that councils would need to consider their existing contractual commitments, particularly on the wastes arising from their Household Recycling Centres, to determine what scope they have to progress this matter. It was intended that the strategic review meeting will consider a number of issues and get direction from councils.

Mr Walker advised that it was highly unlikely that the Department would issue guidance similar to England requiring councils to put anything in place by December 2023 but, for the avoidance of doubt, this was why he was raising POPs as an issue to watch.

Councillor Goodman noted his concerns at waiting on guidance from the Department as he believed this may lead to a crisis management scenario and arc21 needed to be in a position to advise councils on how to address this.

The Chair noted that there seemed to be two strands to this, one putting pressure on the Department and secondly working with the constituent councils on what actions arc21 could take.

Mr Walker advised that he would send a letter to the Strategic Waste Partnership, talk to the directors and councils, and consider initiating conversations with the cement kiln operators.

Action: Mr Walker

Supplies

In terms of supplies, Ms Boal noted that there had been one non-compliance in relation to one load which was not delivered on the scheduled day.

Following discussion the Joint Committee noted the report.

Action: Noted

Item 7 - Waste Tonnage Trends

Ms Boal presented an overview of the tonnages processed through the arc21 contracts over the last three years and an analysis of the current performance, using information from Waste Data Flow (unvalidated), against future landfill and recycling targets.

She reported on the various graphs presented in the report as follows:

- Landfill - the August tonnage is following a similar trajectory to previous years, and councils are looking to reduce the amount of waste in that stream;
- Organics Type 1 - still below 19/20 year but seems to be consistent with 2020/21 and 2021/22 and is influenced by the weather, but that had not been a peak as in similar years and unsure of where the volume has gone;
- Organics Type 2 - consistent with 2021/22 year from June, councils will be trying to enhance promotion particularly food waste, still room to increase amount of material going in;
- MRF lot 1 - tonnages in June, July and August below the 2021/22 year, but in a similar position to Sept;

- MRF Lot 2 - Newry Mourne & Down District Council - the tonnages are fairly steady and similar to the 2021/22 year;
- Combined annual tonnage for Lot 1 and Lot 2 - the tonnages are running below the 2021/22 year and focus now is on contamination levels as well as increasing the tonnages. The markets have been very buoyant in terms of revenue share and a report will be brought to next month's meeting; and
- Street Sweepings - with the impact of COVID this was not always being operated as a frontline service and has fallen well below the 2019/20 year and it is likely to take a while to see consistency.

The Bring Bank Contracts tonnages were presented for information but in tonnage terms, she noted that these were fairly small.

She reported that the second sets of graphs in the report showed the analysis against future landfill and recycling targets. She noted that in terms of the gap that needs to be done there is still a significant amount of material to be taken out of landfill to meet the targets set.

Ms Boal advised that arc21 hope to see a difference of the amount of material taken to landfill once some of the DPS contracts have been awarded, and arc21 should then see some difference in the graphs.

Councillor Goodman enquired about the differential between the councils in the graphs and Ms Boal noted that the councils were all operating differently, with some having different social demographics issues, collection systems in different areas, etc. She highlighted there was no single item or rationale that could be tackled.

Councillor Goodman also enquired if there was sharing of information amongst the councils and Ms Boal advised of the key work in the background which is the work across and between councils, WRAP and the DAERA considering future collections requirements, which is focusing upon consistency and potential funding. Arising from this work, other models and likely outcomes are being looked at by WRAP and DAERA. In terms of service delivery, it was ultimately up to the councils to develop and manage their own approaches. She noted that arc21 have been asked to produce the graphs for the councils to be able to track performance against targets, and that pressure on DAERA in relation to funding support needs to be sustained.

Mr Walker advised that council officers are consistently exploring options for improvement and that Extended Producer Responsibility (EPR) is likely to provide a new revenue stream from the packaging providers which could assist in the collection and recovery of certain packaging streams. He went on to highlight however that some of the more well-known recyclables may be taken out of the domestic waste stream by householders once the Deposit Return Scheme (DRS) is introduced in due course.

Following discussion 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 seven matters discussed.

Item 8 - Minutes of Joint Committee Meeting 072 held on 25 August 2022 'in committee' - Agreed

Item 9 - Matters Arising - Noted

Item 10 - Residual Waste Treatment Project - Noted

Item 11 - Commercially Sensitive Contract and Procurement Issues - Agreed

Item 12 - Tender Award - Provision of Health and Safety Consultancy Services- Agreed

Item 13 - Financial Reserves Position Overview - Noted

Item 14 - Governance Specification - Noted

OUT OF COMMITTEE

Item 15 - AOB

Audit Committee Membership

Mr Walker advised that there had been low Member attendance at the recent Audit Committee meeting and the Chair of the Committee had asked him to raise this with the Joint Committee in order to seek further nominations or volunteers to this Committee.

He advised that the Sub-Group was still meeting with a limited remit around governance issues.

Councillor Lee suggested that it may be prudent to try and coordinate meetings at a day or time more suitable for those Members to be able to attend.

The Chair suggested that Mr Walker send out an email to Members looking for volunteers.

Action: Mr Walker

CEX Recruitment

Councillor Bennington advised that she was working with the Local Government Staff Commission on the recruitment of the CEX post and will keep all informed on its progression.

Action: Councillor Bennington

Item 16 - Next Meeting Thursday 27 October 2022

The Chair thanked everyone for attending and advised that the next Joint Committee meeting would be held virtually as scheduled on Thursday 27 October 2022 commencing at 10.30am.

Action: Noted

Date: _____ Chairman: _____

SUSTAINABILITY AND ENVIRONMENT SERVICES COMMITTEE**HISTORIC ACTIONS TRACKING SHEET**

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NEIGHBOURHOOD SERVICES MEETING – 23 OCTOBER 2019					
NS/073/2019	Proposed Property Maintenance Policy and Strategy 2019 to 2023	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.	K Scullion	Update provided to NS Committee May 2022 – work progressing on agreement of a Property Maintenance Policy and Strategy.	N
NS/075/2019	Household Recycling Centres (HRC) Update	Investigation to be made through WRAP Capital Fund for grant-aid toward additional container capacity at selected sites.	S Murphy	Ongoing	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NEIGHBOURHOOD SERVICES COMMITTEE MEETING – 20 OCTOBER 2020					
NS/230/2020	Business Case – Provision of new public toilet in Killough	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.	K Scullion	In progress - AECOM appointed for consultancy support for project. Feasibility study in draft – to be presented to future S&E Committee.	N
NEIGHBOURHOOD SERVICES COMMITTEE MEETING 17 NOVEMBER 2020					
NS/243/2020	Notice of Motion – Green New Deal Strategy	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	S Murphy	Response received from DAERA Minister and considered by NS Committee. Scoping of the issues delayed by on-going COVID-19 pandemic.	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		Executive in respect of climate change.			
NEIGHBOURHOOD SERVICES COMMITTEE MEETING 21 APRIL 2021					
NS/062/2021	Feasibility study for EV infrastructure at the Council's Depots	<p>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.</p> <p>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.</p> <p>It was also agreed officials investigate potential sources of funding for the provision of electric vehicle charging points from the East Border Region Committee.</p>	K Scullion	In Progress - AECOM appointed to help deliver Business Case.	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NEIGHBOURHOOD SERVICES COMMITTEE MEETING 19 MAY 2021					
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
NS/089/2021	Purchase of new industrial heavy grade tractor and side arm flail/cutting unit for grounds maintenance at various locations District wide	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.	K Scullion	Tender was issued but preferred bidder was not established. Tender to be reissued.	N
NEIGHBOURHOOD SERVICES COMMITTEE MEETING WEDNESDAY 18 AUGUST 2021					
NS/125/2021	Distribution of compostable food bags and food waste caddy bins	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	S Murphy	Report to be presented at future committee meeting	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		the next Committee Meeting.			
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>
NEIGHBOURHOOD SERVICES COMMITTEE MEETING TUESDAY 21 SEPTEMBER 2021					
NS/137/2021	Translink proposed programme – Bus Shelters in Council area	To approve Option 2 – to delay installation of a bus shelter in Burren pending outcome of Translink’s deliberations in October	K Scullion	Noted	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		/ 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.			
NEIGHBOURHOOD SERVICES COMMITTEE MEETING TUESDAY 19 OCTOBER 2021					
NS/150/2021	Report re: Social Enterprise Partnership Offer – Planting Trees on Council Land	<p>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.</p> <p>b) Officers to determine suitable sites and tree species for the scheme.</p> <p>c) Any agreement to be formalised through a Licence Agreement drawn up by Council Legal Advisors.</p>	K Scullion	In Progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NEIGHBOURHOOD SERVICES COMMITTEE MEETING TUESDAY 16 NOVEMBER 2021					
NS/174/2021	Business case for maintenance of town clocks	<p>Note the content of the report.</p> <p>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 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>	K Scullion	Tender issued and now closed. Submission under assessment.	N
NEIGHBOURHOOD SERVICES COMMITTEE MEETING 26 JANUARY 2022					

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NS/004/2022	Trade Waste and Caravan Refuse Collection Services	<p>Agreed to approve the report and recommendations:-</p> <p>1. Alternate Weekly Commercial Waste Collection Service</p> <p>Commercial refuse customers (shops and businesses) to be contacted and advised of the proposed move to an alternate weekly collection cycle of residual and dry recyclable waste, where this is achievable.</p> <p>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.</p> <p>2. Collection Arrangements and Charges at Caravan Sites</p> <p>Integration and alignment of the waste collection service for Caravan site customers with the waste service provided for Trade</p>	S Murphy	In progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>Waste customers by offering an alternate weekly collection service as required throughout the year.</p> <p>Commercial refuse charges for caravan parks to be increased to align with and be equitable to charges applied to other businesses from April 2022.</p>			
NS/005/2022	Estates Management and Security Audit Findings	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	K Scullion	In Progress	N
NEIGHBOURHOOD SERVICES COMMITTEE MEETING 23 FEBRUARY 2022					
NS/015/2022	Revision of Facility Management and Maintenance Department charges for financial year 2022/2023	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.	K Scullion	In progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>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.</p>			
NEIGHBOURHOOD SERVICES COMMITTEE MEETING 23 MARCH 2022					
NS/031/2022	Grounds Maintenance – Six Month Review and six-month Programme	<p>Agreed to approve the proposed actions within the report (Sections 2.1 to 2.3 and Appendix 1). 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</p>	K Scullion	In progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		this recurring problem would be dealt with going forward.			
NS/039/2022	Business Case for replacement of mini excavator and dumper	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.	K Scullion	Tender with Council Procurement Section for issue.	N
NEIGHBOURHOOD SERVICES COMMITTEE MEETING 21 APRIL 2022					
NS/048/2022	Update on the development of the Council's Tree Strategy	Agreed to note the contents of the report and 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.	K Scullion	In progress	N
NS/049/2022	Applications for bus shelters in Crossgar and Killyleagh	To note the contents of the report. Agree to the recommendations in Appendix 1 for the erection of a	K Scullion	In progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NS/051/2022	Vegetation growth within Aughrim River at the Events Space Kilkeel	Agreed to note the contents of the report and approve the recommendation to appoint a suitably qualified consultant/s through the SCAPE Framework to provide 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.	K Scullion	Update report provided to October Meeting of Committee – new action agreed.	Y
NS/052/2022	Compost Week 2022	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	S Murphy	Complete In progress Complete	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>new/replacement food caddies through Elected Representatives</p> <p>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.</p> <p>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.</p>		<p>In progress</p> <p>In progress</p>	
NS/057/2022	Various issues concerning the Events Space Kilkeel	<p>Note the contents of the report.</p> <p>Approve the Officers recommendation that the legal position of the Council regarding its maintenance of the events space, Kilkeel, is reviewed with a separate report to be provided to the Council once this has been considered further.</p>	K Scullion	In progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NS/058/2022	Proposed Phase 2 Extension to Kilbroney Municipal Cemetery	<p>Note the content of the report.</p> <p>Committee approve that the Council's Design Team complete the contract drawings and associated information for the proposed Phase 2 extension to Kilbroney Municipal Cemetery to include the new extension and the option of refurbishment of Phase 1 of the cemetery and provision of a works compound.</p> <p>Committee approve that once complete, the contract drawings and associated information will be provided to the Council's Civil Engineering and Minor Works Framework contractor for pricing. A further report will be made at that stage to Committee with recommendation on the extent of the project to be completed.</p>	K Scullion	<p>Report provided to Committee in October 2022 – new action agreed.</p> <p>Report provided to Committee in October 2022 – new action agreed.</p>	<p>Y</p> <p>Y</p>
NS/058/2022	Business Case for Christmas	Note the content of the report and associated Business Case.	K Scullion	Complete.	Y

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
	Illuminations Replacement Programme	Approve the recommendation that Option 3 as detailed within the Business Case is accepted as the preferred option. Option 3 will see the delivery of this project through a combined procurement of Christmas illuminations and a 10-year hire agreement for five artificial Christmas trees with ongoing annual maintenance costs.			
NS/059/2022	Business Case for the removal of leachate from closed landfill sites	Agreed to approve the business case for the removal and transport of leachate from Drumanakelly, Aughnagun and Coreagh closed landfill sites to a licensed treatment plant.	S Murphy	In progress	N
NEIGHBOURHOOD SERVICES COMMITTEE MEETING 18 MAY 2022					
NS/076/2022	Contract for the transport of Mixed Dry Recyclable Waste	Agreed to approve that the contract for the receipt, storage, transfer and haulage of the Council's Mixed Dry Recyclables	S Murphy	In progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		(MDR) waste be extended with the Council's current contractor from the 10 September 2022 for one year.			
NEIGHBOURHOOD SERVICES COMMITTEE MEETING 22 JUNE 2022					
NS/090/2022	Portable toilet trial as part of Council public toilet provision	Agreed that officials meet with representatives of Newcastle Yacht Club to discuss the potential of an SLA to enable the provision of shared public toilet facilities at their Club premises. Officials consider a request to investigate if there was adequate litter/dog fouling bins along the Greenway.	K Scullion	In progress	N
NS/091/2022	Enforcement Improvement Plan Update	Agreed to note the content of this update report and to agree review of key actions from the Enforcement Improvement Plan to be incorporated into a timebound programme of work for 2022/23 and annually thereafter.	S Murphy	In progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		Test case footpaths – small footpath leading to WIN – officers to examine this area for dog fouling.			
NS/092/2022	Business Case – to support the implementation of the Public Toilet Strategy	<p>To note contents of this report.</p> <p>Approve the recommendation within the Business Case for the provision of consultancy support to deliver on the objectives of the Public Toilet Strategy. Option 2 will see the appointment of the Councils nominated contractor under the SCAPE Framework to provide identified consultancy support and associated investigatory work up to the delivery of an economic appraisal</p>	K Scullion	AECOM appointed to complete Economic Appraisal.	N
NS/093/2022	Business Case for the provision of maintenance services for the Council's Public Toilets	<p>Note the content of the report and associated Business Case.</p> <p>Approve the recommendation within the Business Case for provision of maintenance services</p>	K Scullion	In progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>for Council's Public Toilets – Option 3 is chosen. Option 3 will see the appointment of a suitably qualified contractor to provide routine maintenance and provide break down cover for the Council Public Toilet Service which cannot be addressed by its own in-house maintenance team.</p>			
NS/094/2022	Business Case for Annual Fixed Electrical Wiring and Emergency Lighting Testing	<p>Note the content of the report and associated Business Case. Accept the conclusion of the Business Case that Option 2 is chosen as the preferred option. Option 2 will see the appointment, through a tender process, of a competent electrical contractor who will undertake these annual tests and where required, agreed remedial works to supplement in-house provision.</p>	K Scullion	In progress	N
NS/095/2022	Business Case – provision of Bi-annual service of oil fired boilers and	<p>Note the content of the report and associated Business Case.</p>	K Scullion	In progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
	emergency breakdown cover for Council properties	<p>Approve the recommendation within the Business Case for provision of maintenance services for Council's oil-fired boilers – Option 3 is chosen.</p> <p>Option 3 will see the appointment of a suitably qualified contractor to provide biannual servicing of Council oil fired boilers, emergency breakdown cover and minor capital works.</p>			
NS/097/2022	Request to sub-lease the Bog Road Amenity Site, Forkhill	<p>Agreed to Officers entering discussions with Trustees of a named Charitable Trust and the third-party commercial operator concerning the Council's lease of lands known as the Bog Road Amenity Area. A further report to be provided to the SP&R Committee on options available once these initial discussions have concluded.</p>	K Scullion	In progress	N
NS/098/2022	Business Case for Marine Services	<p>Note the content of the report and associated Business Case.</p>	K Scullion	In progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
	covering Council harbours and navigational aids	Approve the recommendation within the Business Case for maintenance of the Council's LAtNs and other marine services works – Option 3 is chosen. Option 3 will see the appointment of a suitably qualified marine services engineering contractor to undertake maintenance of the Council's LAtNs, other marine services works and inspections.			
NS/100/2022	Facilities Management and Maintenance Procurement Action Plan	Approve an extension to the Facilities Management & Maintenance Procurement Action Plan to the 31st December 2022. Note that services will continue "out of contract" until new contracts are awarded and regularised.	K Scullion	In progress	N
NS/101/2022	Waste Management Procurement Action Plan	Approve the progress update report.	S Murphy	In progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		<p>Approve an extension to the Waste Management Procurement Action Plan to the 31st December 2022.</p> <p>Note that services will continue "out of contract" until new contracts are awarded and regularised.</p> <p>Note procurement update concluding issues previously highlighted.</p>			
SUSTAINABILITY AND ENVIRONMENT COMMITTEE MEETING 17 AUGUST 2022					
SE/119/2022	Business Case – replacement of 4x4 vehicles for closed landfill sites	<p>Agreed to approve the Business Case as per Appendix 1, for the replacement of one Four Wheel Drive Vehicle for use by the Waste Processing section to access and service closed landfill sites across Newry Mourne and Down District Council area.</p>	S Murphy	In progress	N
SUSTAINABILITY AND ENVIRONMENT COMMITTEE MEETING 20 SEPTEMBER 2022					

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
SE/130/2022	Household Recycling Centre Usage and Access Policy	<p>Agreed to proceed with Option 3 contained within the Report dated 20 September 2022 as follows:</p> <p>Option 3: Introduce an online booking system to allow access by residents disposing of household waste in to vehicles greater than 1.95 metres high across the sites.</p> <p>Develop and introduce an online booking system to allow access by commercial users disposing of commercial waste in any vehicles greater than 1.95 metres high across the sites. Future options for weighing commercial waste at sites to be considered to better manage cost recovery. Review current charging structure for commercial waste to be accepted at designated HRSs in light of significant increase in waste disposal costs to Council.</p>	S Murphy	In progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
SE/131/2022	Business Case – Driver CPC Training and Assessments and Loader training	Agreed to approve the Business Case as per Appendix 1, for the procurement of driver training including Driver CPC, induction and refresher training and assessment	S Murphy	In progress	N
END					