



Chairperson: Councillor C McCready

Vice-Chairperson: Councillor R Carlin

Aldermen: J Baird, M Gregg, S Skillen, J Tinsley

Councillors: S Burns, P Catney, G Hynds, P Kennedy, J Lavery BEM, A McIntyre, M McKeever, R McLernon, N Parker

Ex Officio:

The Right Worshipful the Mayor, Councillor A Gowan

Deputy Mayor, Councillor G McCleave

Notice Of Meeting

A meeting of the Environment and Sustainability Committee will be held on **Wednesday, 6th December 2023 at 5:30 pm** for the transaction of the undernoted Agenda.

For those Members attending this meeting remotely, the Zoom details are included in the Outlook invitation that has been issued.

David Burns
Chief Executive

Agenda

1.0 Apologies

2.0 Declaration of Interests

- (i) conflict of interest on any matter before the meeting (Members to confirm the specific item)
- (ii) pecuniary or non-pecuniary interest (Member to complete disclosure of interest form)

3.0 Report by the Acting Head of Service (Waste Management and Operational Services)

3.1 Consultation on the Introduction of Mandatory Digital Waste Tracking

For Noting

- ▢ *Item 3.1 - Report - Implementation of mandatory digital waste tracking Gov. Response.pdf* *Page 1*

3.2 Kerbside Waste Collection Equality Consultation Report

For Noting

- ▢ *Item 3.2 - Kerbside Equality Consultation Report (F).pdf* *Page 4*
- ▢ *Item 3.2 Appendix 1 WMO - Kerbside Equality Consultation Results Report.pdf* *Page 7*
- ▢ *Item 3.2 - Appendix 1aWMO - Kerbside Waste Collections.pdf* *Page 19*
- ▢ *Item 3.2 - Appendix 1bWMO - Kerbside Waste Collections.pdf* *Page 21*

3.3 Consultation on the Proposed Ban of the Manufacture, Supply and Sale of Wet Wipes Containing Plastic

For Decision

- ▢ *Item 3.3 - Report - Wet Wipe Ban Consultation.pdf* *Page 23*
- ▢ *Item 3.3 - Appendix 2 WMO - Wet Wipe Ban L&CCC Response.pdf* *Page 25*

3.4 Eco Schools Request for Financial Support 2024/25

For Decision

- ▢ *Item 3.4 - Report - Eco Schools Support Request Report.pdf* *Page 28*
- ▢ *Item 3.4 Appendix 3 WMO - Eco-Schools Support Request 2024-25.pdf* *Page 30*
- ▢ *Item 3.4 - Appendix 4 WMO Council Report 2022-23 academic year.pdf* *Page 35*

4.0 Report by the Acting Head of Service (Environmental Health, Risk and Emergency Planning)

4.1 Private Tenancies Act (NI) 2022

For Decision

Item 4.1 - Report - Private Tenancies Act (NI) 2022.pdf Page 49

Item 4.1 - Appendix 1 EH - Private Tenancies Detailed Report.pdf Page 51

Item 4.1 - Appendix 2EH - Section 8 Smoke Heat and Carbon Monoxide Alarms Regulations.pdf Page 54

Item 4.1 Appendix 3EH - Section 10 Electrical Safety Regulations (NI).pdf Page 56

5.0 Confidential Report from the Acting Director of Environmental Services

5.1 Christmas Car Parking

For Decision

Confidential due to information relating to the financial or business affairs of any particular person (including the Council holding this information).

Redacted Item 5.1 Confidential - Christmas Car Parking (f).pdf Page 60

Item 5.1 - Appendix 2 Confidential - S75 Equality Screening OSCP free car parking 2023.pdf Page 63

Item 5.1 Appendix 3 Confidential - Free January OSCP RNIA.pdf Page 72

5.2 Estimates 2024-2025 - Directorate Update

For Decision

Confidential due to information relating to the financial or business affairs of any particular person (including the Council holding this information).

Item 5.2 - Report - Estimate 2024-2025.pdf Not included

5.3 Tender for the Provision of a Haulage Service for Residual and Green Wastes from Council Household Recycling Centres (Ref: STA23/24-023)

For Decision

Confidential due to information relating to the financial or business affairs of any particular person (including the Council holding this information).

 **Item 5.3 Confidential - Haulage Tender Redacted.pdf**

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5.4 Tender for the Collection, Transportation, Recycling and/or Recovery of Mattresses from Council Household Recycling Centres (STA23/24-026)

For Decision

Confidential due to information relating to the financial or business affairs of any particular person (including the Council holding this information).

 **Item 5.4 Confidential - Mattresses Tender (N).pdf**

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5.5 Flooding - Support for Businesses

For Decision

Confidential due to information relating to the financial or business affairs of any particular person (including the Council holding this information).

 **Item 5.5 Confidential - Flooding Business Support.pdf**

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6.0 Any Other Business

Committee:	Environment and Sustainability
Date:	6th December 2023
Report from:	Acting Head of Waste Management & Operations

Item for:	Noting
Subject:	Consultation on the introduction of mandatory digital waste tracking

- 1.0 **Background and Key Issues**
1. Council agreed and submitted a response to a consultation on the introduction of mandatory digital waste tracking in April 2022.
 2. The government response was issued on 21st October 2023 and can be found at the following link:

<https://www.gov.uk/government/consultations/implementation-of-mandatory-digital-waste-tracking/outcome/government-response>
 3. In the response it is stated that Government wants to make it easier to track waste and resources produced from waste throughout the economy by introducing a mandatory digital waste tracking service which enables users to provide the right information at the right time.
 4. The UK Government and devolved administrations have agreed to work together to develop a UK wide waste tracking service to provide a seamless system across the UK. As such the governments and environmental regulators across the UK have reviewed the responses provided and worked together to agree the positions set out in the document. Final decisions for Northern Ireland will be made by a future DAERA minister.
 5. Key outcomes include the following:
 - Broadly the requirements to start tracking all types of household, commercial and industrial waste will begin from the place where it is produced.
 - The digital waste tracking service requirements will replace the existing requirements to complete waste transfer notes and hazardous waste consignment notes.
 - Digital waste tracking records will be required when household waste is collected from domestic premises by third parties.
 - There will not be a requirement for a waste tracking record for every collection of household waste from domestic premises by local authorities or contractors working on behalf of local authorities. Waste tracking records for this waste will begin when it is taken into a waste receiving site.
 - Householders will not be required to record anything on the digital waste tracking service about waste they have produced which they move themselves. Operators of Household Recycling Centres will also not need to record the receipt of waste from householders on the waste tracking service.
 - Operators of Household Recycling Centres will need to record information about any commercial business waste accepted onto sites. Waste tracking records will also be required when waste is removed from an HRC.
 - A person or organisation collecting litter (including authorities collecting litter as a statutory duty) will not be required to create digital waste tracking records for the movement of that waste to a collection point.

	<ul style="list-style-type: none"> For local authorities, the data recorded in the waste tracking service will provide the information that currently has to be gathered and reported onto the WasteDataFlow system about waste movements and treatment. <p>6. Timelines for implementation currently being worked towards are as follows:</p> <ul style="list-style-type: none"> From 2024 the waste tracking service will be publicly available to users on a voluntary basis. From April 2025 legislation will come into force across the UK, (subject to approval across all four legislatures). The requirements of the regulations will be mandatory from this point and service charges (annual flat fee in the region of £20 per annum) will also be payable. <p>7. Officers will continue to engage with government and relevant Council Officer working groups such as the Council Waste Forum and TAG when more information is available to assess how these changes will impact on the Council Waste Management & Operations Unit. However it is anticipated based on the information at present, that this impact is likely to be insignificant.</p>		
2.0	<p><u>Recommendation</u> It is recommended that Members note the information in the report.</p>		
3.0	<p><u>Finance and Resource Implications</u></p> <ol style="list-style-type: none"> As highlighted to Members in April 2022, implementation of digital waste tracking may have resource implications for the Council in relation to transitioning to a digital waste tracking system and any potential additional requirements associated with implementation and integration of software solutions to be compatible with a central digital system. These implications could come in the form of both staffing resource needed to administer any software required to implement digital waste tracking as well as establishment and running costs of such software and supporting infrastructure in capital and/or revenue budgets. It is still not possible to quantify this until more clarity is available however the potential impact on Council was referenced within the draft consultation response and will continue to be raised as implementation is discussed further. 		
4.0	<p><u>Equality/Good Relations and Rural Needs Impact Assessments</u></p>		
4.1	<table border="1"> <tr> <td data-bbox="207 1456 1252 1545">Has an equality and good relations screening been carried out?</td> <td data-bbox="1252 1456 1490 1545">No</td> </tr> </table>	Has an equality and good relations screening been carried out?	No
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4.2	<table border="1"> <tr> <td data-bbox="207 1545 1252 1702"> Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out This is a third party consultation response and not an internal document. </td> <td data-bbox="1252 1545 1490 1702"></td> </tr> </table>	Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out This is a third party consultation response and not an internal document.	
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4.3	<table border="1"> <tr> <td data-bbox="207 1702 1252 1792">Has a Rural Needs Impact Assessment (RNIA) been completed?</td> <td data-bbox="1252 1702 1490 1792">No</td> </tr> </table>	Has a Rural Needs Impact Assessment (RNIA) been completed?	No
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Appendices:	None
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Committee:	Environment and Sustainability
Date:	6th December 2023
Report from:	Acting Head of Waste Management & Operations

Item for:	Noting
Subject:	Kerbside Waste Collections Equality Consultation Report

1.0	<p>Background</p> <ol style="list-style-type: none"> 1. Northern Ireland has challenging recycling targets to meet in the next few years and failure to meet these targets could lead to significant financial penalties, legislative recycling targets are 55% by 2023, 60% by 2030 and 65% by 2035. LCCC performance has remained static at 52% over the past few years. 2. By 2035, all councils in Northern Ireland have to send less than 10% of the waste they collect to landfill. At the moment this Council sends around 38% to landfill. 3. Legacy bin provision from the 2 Councils means a number of different models of bin collections and recycling exists across the council area and a range of inconsistent colours of containers. 4. In response to this challenge, Council agreed in January 2023 to the progression of a new scheme to provide a smaller residual waste bin and a larger bin for comingling of recyclable items, including glass. Equality Consultations were screened out with mitigations 5. The principal aims for the new scheme in LCCC were to: <ul style="list-style-type: none"> • Harmonise the waste collection service • Increase recycling • Reduce landfill waste • Provide a cost effective service for householders • Environmental benefits 6. Post the investment decision and following misinformed representation from particular groups, the Council carried out further equality consultation to confirm that there are no negative equality impacts which have not already been identified and addressed. 7. The consultation was specifically to hear residents' and stakeholders' views on equality impacts of the new collection model only. Consultation was not on preferences regarding waste collection or recycling, as our new model had already taken this into account from feedback received from earlier public consultation, completed in 2021.
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8. To support the consultation, an extensive promotional campaign was undertaken via the Council website, social media, direct emails to over 190 organisations and eight drop-in sessions (with over 180 residents attending) across the Council area to facilitate and encourage residents to respond. Hard copies of the documentation were also available on request. A list of frequently asked questions (FAQ's) was prepared and added to the website along with the equality screening document. This resulted in completion of 1,535 submissions survey responses.
9. An analysis of the findings would indicate that appropriate mitigations had been identified to ensure equality of opportunity for all Section 75 groups as part of this proposal. **Appendix 1 WMO** provides the outcome of a 12 week public survey completed in late summer of this year.
10. During analysis of this data, the UK Government announced planned changes to kerbside collections in England. This proposes a 3 bin model for all of England; residual, co-mingled recycling & garden / food waste (<https://www.gov.uk/government/news/simpler-recycling-collections-and-tougher-regulation-to-reform-waste-system>)
11. In recognition of this change, the CE wrote to the DAERA permanent Secretary (**Appendix 1a WMO**) for clarification of any impact this UK Government decision may have on the direction of travel in Northern Ireland. The response from the Permanent Secretary (**Appendix 1b WMO**) indicates that any change to the NI position will require a ministerial decision. However, the letter indicates an intention by DAERA for a consultation on waste collection in the near future. With a possibility that a Minister may adopt a position that differs from this Council's agreed position from January post consultation, it is proposed that roll out of the proposed kerbside collection model be postponed pending this clarification. In doing so, Members should note that significant improvement in recycling rates is unlikely.

2.0	<u>Recommendation</u>	
	It is recommended that Members note the findings of the consultation. It is further recommended that Members note that an additional report will be tabled to a future E&SC meeting to reflect on any market and environmental changes over the past 12 months which will impact on implementation and delivery of a harmonised kerbside service.	
3.0	<u>Finance and Resource Implications</u>	
	None.	
4.0	<u>Equality/Good Relations and Rural Needs Impact Assessments</u>	
4.1	Has an equality and good relations screening been carried out?	Yes
4.2	Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out.	
4.3	Has a Rural Needs Impact Assessment (RNIA) been completed?	Yes

4.4	Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out.	
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Appendices:	<p>Appendix 1 WMO - Kerbside Waste Collections Equality Consultation Results</p> <p>Appendix 1a WMO - 31st October 2023 – Letter from Chief Executive to Permanent Secretary</p> <p>Appendix 1b WMO - 13th November 2023 - Letter from Permanent Secretary to Chief Executive</p>
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Kerbside Collection Equality Consultation Results

Introduction

In January 2023, Council approved a proposal to implement changes to kerbside waste collection. The new arrangements are designed to create a standard approach to the collection of waste across the Council area, making it easier for residents to understand and engage in recycling and helping to meet ambitious recycling and landfill diversion targets.

Under the proposed arrangements, all LCCC households would have their overall waste capacity increased using three bins; blue for recycling including glass (360l), brown for organic waste (240l) and black for other mixed waste (180l). These three bins would be the standard model, however, alternative capacity options can be made available to facilitate resident's needs. This would also see an end to the recycling wheelie boxes and kerbie boxes.

Although the Council had carried out previous consultations on kerbside collections and completed an equality screening of the new method, the next stage of this process was a 12 week public consultation on equality considerations associated with the delivery of the new method. The Council wanted to make sure all interested parties and charitable organisations were aware of the impacts this could have on our service to ratepayers and how we propose to make this as manageable as possible.

The Council is committed to listening to all issues raised by stakeholders and residents. Alongside this proposal, the promotion of positive recycling behaviour will continue with information and education programmes encouraging people to recycle and reduce landfill waste.



The equality consultation commenced on the 3rd July 2023 and finished on the 25th September 2023.

The consultation was promoted through a comprehensive campaign using the Council website, social media, posters and flyers, direct email shots, community groups and also supported via eight drop-in sessions at various locations across the council area.






A total of 1535 completed surveys were received during the consultation period.

Results

The first five questions relate to the household.











Are you responding as			
Answer Choices		Response Percent	Response Total
1	A resident		99.41% 1526
2	On behalf of an organisation		0.59% 9
		answered	1535
		skipped	0

Your household Please enter 0 in all options that do not apply to your household and the appropriate number in all those that do.			
Answer Choices	Number in your household	Response Total	
0 - 3 years of age	313	1526	
4 - 17 years of age	931	1526	
18 - 39 years of age	1198	1526	
40 - 64 years of age	1586	1526	
65+ years of age	509	1526	
		answered	1526
		skipped	9







House type:			
Answer Choices		Response Percent	Response Total
1	Detached house		36.44% 556
2	Semi-detached house		35.32% 539
3	Bungalow		10.94% 167
4	Terrace house		14.81% 226
5	Apartment/flat		2.49% 38
		answered	1526
		skipped	9

The next five questions were about the residents.




Gender Please complete all that apply.		
Answer Choices	Number in your household	Response Total
Male	100.00% 1420	1420
Female	100.00% 1458	1458
Transgender	100.00% 946	946
Prefer not to say	100.00% 767	767
	answered	1513
	skipped	22

Do you identify as being:				
Answer Choices			Response Percent	Response Total
1	Christian – Protestant		46.25%	672
2	Christian – Roman Catholic		15.69%	228
3	No religion		28.01%	407
4	Broadly unionist		10.87%	158
5	Broadly nationalist		2.82%	41
6	Neither unionist or nationalist		10.25%	149
7	Heterosexual		13.28%	193
8	Lesbian or Gay		1.86%	27
9	Bisexual		0.76%	11
10	Other (please state):		5.78%	84
			answered	1453
			skipped	82



Which race / ethnicity best describes you? (Please choose one.)

Answer Choices		Response Percent	Response Total
1	White / White British / White Irish		94.21% 1415
2	Black / African / Caribbean / Black British / Black Irish		0.07% 1
3	Asian / Asian British / Asian Irish		0.27% 4
4	Travelling Community		0.00% 0
5	Mixed race		0.47% 7
6	Rather not say		3.20% 48
7	Another race or ethnicity (please specify)		1.80% 27
		answered	1502
		skipped	33

Does anyone in your household have a disability? If yes, can you please provide more detail below.

Answer Choices		Response Percent	Response Total
1	Yes		6.42% 97
2	No		75.20% 1137
3	More information		18.39% 278
<p>More information is free text and allows the responder to provide additional information regarding their disability, if they wish to do so.</p>			
		answered	1512
		skipped	23

Do you care for someone who is dependent on you? If yes, who do you care for?

Answer Choices		Response Percent	Response Total
1	Yes		18.10% 271
2	No		55.85% 836


Do you care for someone who is dependent on you? If yes, who do you care for?				
3	Child or children		32.13%	481
4	Older person		4.41%	66
5	Disabled person		6.08%	91
6	More information		7.01%	105
More information is free text and allows the responder to provide additional information regarding the person they care for or who is dependent on them			answered	1497
			skipped	38

The next four questions relate to the kerbside waste collections.

Will the changes to waste collection present difficulties for you personally or your household?				
Answer Choices			Response Percent	Response Total
1	Yes		25.33%	385
2	No		74.67%	1135
			answered	1520
			skipped	15




The question below can only be answered if you had selected YES from above.






If yes, please tick all boxes that apply				
Answer Choices			Response Percent	Response Total
1	Religious belief		2.66%	7
2	Political opinion		5.70%	15
3	Marital status		3.04%	8
4	Sexual orientation		1.14%	3
5	Gender		3.42%	9
6	Racial Group		0.76%	2
7	Age		27.00%	71
8	Disability		45.63%	120

If yes, please tick all boxes that apply				
9	Having or not having dependants		44.87%	118
			answered	263
			skipped	1272

A total of 302 responses were received, the top 4 comments are summarised as follows:

- The smaller black residual bin has insufficient capacity for families with children in nappies and others with additional medical waste – 93 comments.
- The smaller black residual bin has insufficient capacity – 78 comments.
- The larger blue recycling bin will be too large to handle / create mobility issues / is too large to accommodate and store – 61 comments.
- Residents need a larger recycling bin – 40 comments.

Based on our equality screening exercise, we could not find any negatives about the kerbside waste collections relating to the Section 75 categories below: Religious belief, Political opinion, Marital status, Sexual orientation, Gender. Do you agree with this?				
Answer Choices			Response Percent	Response Total
1	Yes		85.10%	1279
2	No		5.19%	78
3	Don't know		9.71%	146
			answered	1503
			skipped	32

If no, which ones do you feel we need to consider?				
Answer Choices			Response Percent	Response Total
1	Religious belief		21.28%	10
2	Political opinion		36.17%	17
3	Marital status		34.04%	16
4	Sexual orientation		8.51%	4
5	Gender		51.06%	24
			answered	47

If no, which ones do you feel we need to consider?



skipped	1488
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A total of 74 responses were received, the top 4 comments are summarised as follows:

- Comments received were not relevant to the question – 48 comments.
- Residents concerned with their physical strength and ability to manoeuvre a larger blue bin – 9 comments.
- Waste of money to replace the existing black bins and potential rate rise – 6 comments.
- The smaller black residual bin has insufficient capacity – 4 comments.
- Change will cause confusion – 3 comments.
- Proposed increase in the communications strategy / plan – 2 comments.
- Concerned that a reduction in service levels will result – 2 comments.

Potential impacts and what we can do to help

Racial groups
 To assist those whose first language is not English we could: provide information in alternative formats on request, include graphics in our literature, arrange talks with local groups. Our website also has a translation function.
 Do you think these measures are enough to reduce any problems?



Answer Choices		Response Percent	Response Total
1	Yes		90.10%
2	No		9.90%
		answered	1445
		skipped	90

If no, what else do you think we need to do?

A total of 102 responses were received, the top 4 comments are summarised as follows:

- Comments received were not relevant to the question – 26 comments.
- Residents proposed using infographics / visuals / Braille / symbols / QR codes on the bins to improve understanding – 21 comments.
- Council to target promotions to ethnic minority groups – 14 comments.
- Do not make any changes – 9 comments.



Age
 To assist our older residents we could: provide help if the householder has cognitive impairments (this is when a person has trouble remembering, learning new things, concentrating, or making decisions that affect their everyday life), provide a kerbside 'assisted lift' service (where we would collect your bin from outside your house and return it after it has been emptied), provide a smaller bin size, if we are asked to provide additional capacity, if you have medical needs.
 Do you think these measures are enough to reduce any problems?

Answer Choices		Response Percent	Response Total
1	Yes		87.59% 1285
2	No		12.41% 182
		answered	1467
		skipped	68
If no, what else do you think we need to do?			

A total of 154 responses were received, the top 4 comments are summarised as follows:



- Retain the existing bins / do not make any changes – 23 comments.
- Comments received were not relevant to the question – 19 comments.
- Council to train staff to return bins to the correct properties – 12 comments.
- Council to promote the kerbside assistance service, not just online – 12 comments.

Disability
 To help our residents who have a disability we could: provide a smaller bin size, if we are asked to provide signage for bins in braille, to help those who are visually impaired provide a kerbside 'assisted lift' service (where we would collect your bin from outside your house and return it after it has been emptied), train refuse collectors to return bins to property boundaries, provide information to householders on how to place their bins at the kerbside to minimise obstacles on the footpath, provide information to help with contaminated bins (where the wrong items are placed in bins), provide additional capacity, if you have medical needs provide information in an alternative format (such as in large print or audio).
 Do you think these measures are enough to reduce any problems?

Answer Choices		Response Percent	Response Total
1	Yes		88.25% 1284
2	No		11.75% 171
		answered	1455
		skipped	80
If no, what else do you think we need to do?			

A total of 153 responses were received, the top 4 comments are summarised as follows:

- Council to train staff to return bins to the correct properties – 34 comments.
- Retain the existing bins / do not make any changes – 17 comments.
- Concerned with the larger blue bins causing blockages in narrow streets & pavements and suggesting that alternative bin sizes are required depending on the property types – 12 comments.
- The smaller black residual bin has insufficient capacity for residents with additional medical waste – 10 comments.

Dependants				
<p>To help householders who have a dependant we could: provide additional capacity, also if we are asked, train refuse collectors to return bins to property boundaries, and provide information to householders on how to place their bins at the kerbside to minimise obstacles on footpath.</p> <p>Do you think these measures are enough to reduce any problems?</p>				
Answer Choices			Response Percent	Response Total
1	Yes		90.42%	1321
2	No		9.58%	140
			answered	1461
			skipped	74
If no, what else do you think we need to do?				

A total of 126 responses were received, the top 4 comments are summarised as follows:

- Council to train staff to return bins to the correct properties and not block driveways – 23 comments.
- The smaller black residual bin has insufficient capacity for families with children in nappies and others with additional medical waste – 22 comments.
- Do not make any changes – 14 comments.
- Council to increase recycling education / user information / positive promotions – 6 comments.

Are there any other equality impacts you feel are relevant to the proposed collection method?				
Answer Choices			Response Percent	Response Total

Are there any other equality impacts you feel are relevant to the proposed collection method?			
1	Open-Ended Question		215
		answered	215
		skipped	1320

A total of 215 responses were received, the top 4 comments are summarised as follows:



- The smaller black residual bin has insufficient capacity for families with children in nappies and others with additional medical waste – 16 comments.
- Council to train staff to return bins to the correct properties and not block driveways – 13 comments.
- Do not make any changes to the existing 240L residual bin – 9 comments.
- Provide a weekly brown bin collection during the grass season or free extra bin – 8 comments.


Please provide any further comments on our consultation that you feel we should take into account.			
Answer Choices		Response Percent	Response Total
1	Open-Ended Question		387
		answered	387
		skipped	1148

A total of 387 responses were received, the top 4 comments are summarised as follows:

- This is a positive / welcomed move to a wheelie bin collection system for recycling materials over the kerbie & wheelie boxes which have inadequate capacity, are unsecure and are easily affected by wind – 90 comments.
- This is a positive move to collect glass recycling from kerbside – 43 comments.
- Concerns were raised over the reduced capacity of a smaller black residual bin – 52 comments.
- Concerns were raised regarding the capital cost of the proposed changes – 37 comments.

GDPR

Do you accept the GDPR statement?			
Answer Choices		Response Percent	Response Total
1	Yes		95.90% 1472
2	No		4.10% 63
		answered	1535
		skipped	0

Can we add your contact details to our waste service email list?			
Answer Choices		Response Percent	Response Total
1	Yes		58.94% 900
2	No		41.06% 627
		answered	1527
		skipped	8
If yes, please provide the contact details you wish to forward for this: (590)			

Conclusion

Of 1535 responses, 74.6% (3 in 4 people) indicated that the changes to waste collections would not present them with difficulties. There were many positive comments in support of the proposal, specifically addressing a desire for glass to be collected at kerbside and the removal of wheelie boxes.

47 respondents (3.06%) disagreed with our findings that the proposals did not impact on the Section 75 characteristics of religious belief, political opinion, marital status, sexual orientation or gender. However, none of the accompanying reasons indicated why these protected characteristic groups would be impacted specifically.

For the four protected characteristics where mitigation had been identified (Racial, Age, Disability and Dependants), less than 12% of all respondents felt that our measures were insufficient to reduce any problems.

The most common reasoning for those included smaller bins for smaller or elderly households, a need for larger residual bins for families, or those with medical needs and better labelling / improved communication on the changes. Each of these issues were identified as part of the initial mitigations.

Some concern was noted about bins not being returned to the same place following collection. This is an operational issue and will be raised with our Contractor.

On the basis of the 1535 responses, and no specific issues arising that had not been considered in the EQIA, it is considered that appropriate mitigations exist to ensure equality of opportunity for all Section 75 characteristics as part of this proposal.



Civic Headquarters
Lagan Valley Island
Lisburn BT27 4RL
Tel: 028 9244 7300
www.lisburncastlereagh.gov.uk



Our Ref: DB/wh/CE22

31 October 2023

BY EMAIL ONLY

Katrina Godfrey
Permanent Secretary
Department of Agriculture, Environment and Rural Affairs
perm.sec@daera-ni.gov.uk

Dear Katrina

RECYCLING POLICY IN NORTHERN IRELAND

Lisburn & Castlereagh City Council is committed to providing an efficient and effective kerbside collection of waste and recyclables to meet the needs of local ratepayers, while achieving future recycling targets.

In order to address several variations in kerbside recycling services currently in operation across our area, we have been engaged in a process to identify a harmonised collection system for our residents. This is with a view to delivering a value for money, easy to communicate kerbside collection service. We also wish to provide a consistent service that maximises our ability to meet future recycling targets, collecting the maximum volume of materials and diverting more from residual waste streams. We have identified a kerbside collection profile based on a smaller landfill bin, comingled dry recycling bin and comingled food & garden waste bin and are keen to move forward with this harmonisation programme given challenging future recycling targets.

We have engaged with DAERA officers and have been awaiting a consultation on Future Recycling Policy in Northern Ireland (with timescales for its issue being delayed to date) but note with interest the release of the UK Government response to consistency proposals in England on 21st October. It appears that (subject to consultation) co-collection of dry recyclable materials in one recycling bin will be permitted with a core set of dry recyclables to be collected by all authorities. The

response recognises that 6 of the top 10 local authorities in terms of household waste recycling rates in England in 2021/22 provided a comingled service for dry materials and considers there is sufficient evidence that the co-collection of dry recyclable materials will not significantly reduce their potential to be recycled. This is subject to dry recycling being collected separately from residual and organic waste.

The “*Overview of Short/Medium/Long-Term Options for Recycling Policy in Northern Ireland*” document provided a likely timetable for guidance on consistent collections to be complete by 2023/24. However, it was not clear if this will be in the form of guidelines, statutory or non-statutory minimum service standards for Councils. Given a consultation is yet to be issued this timeframe is unlikely to be met and the current DAERA proposal for dry recycling (i.e. at a minimum, councils would provide a twin stream service for recycling removing either glass or paper/card from current comingled collections which would then be presented separately for collection), would not be the preference of this Council.

We are broadly supportive of the principle of a consistent set of core dry recyclables that must be collected by all Councils, but feel Councils should be able to decide how to best to collect these materials. We have identified a comingled collection for dry recyclables as being the preference in Lisburn Castlereagh. Any change to kerbside collection services will come at a significant cost and Council does not wish to incur any nugatory expenditure by implementing a collection profile that needs to adapt if Government in Northern Ireland requires a greater level of segregation of dry recycling.

I am therefore seeking clarification on the likely direction of travel in a Northern Ireland context to help inform our decision making and implementation timescales. Without this clarity, I do not foresee the Council committing to any kerbside collection investment in the short term, which in turn will impact on the opportunity for improved recycling rates in this Council area.

I would be happy to meet to discuss this matter further, if you think this would assist as part of the co-design of any guidance/statutory frameworks associated with kerbside collections.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'David Burns', with a long horizontal flourish extending to the right.

David Burns
CHIEF EXECUTIVE

From the Permanent Secretary
Katrina Godfrey



Our reference: SCORR-0513-2023

David Burns, Chief Executive,
Lisburn & Castlereagh City Council
By email:
David.Burns@lisburncastlereagh.gov.uk

Office of the Permanent Secretary
First Floor, Clare House
303 Airport Road West
Belfast BT3 9ED
Telephone: 028 9052 4608
Email: perm.sec@daera-ni.gov.uk

13th November 2023

Dear David

RECYCLING POLICY IN NORTHERN IRELAND

Thank you for your letter of 31st October 2023 and the ongoing engagement of LCCC officials with DAERA officials on recycling and Extended Producer Responsibility.

I am pleased to hear that LCCC is committed to providing an effective and efficient service for waste collections and that the Council is also considering ways to enable future recycling targets to be achieved.

As you will know, the Climate Change Act (NI) 2022 places a duty on the Department to ensure that at least 70% of waste is recycled by 2030. As well as this target, the Waste and Contaminated Land (NI) Order 1997 (as amended) transposed new recycling and waste management targets – 65% of municipal waste recycled by 2035 (with interim targets of 55% by 2025 and 60% by 2030) and a cap of 10% on the amount of waste we can send to landfill by 2035. DAERA is continuing to work with other departments to prepare a draft Climate Action Plan which will include a specific focus on the waste sector and its pathway to Net Zero. It will be important that councils take every action possible to ensure the highest levels of recycling and the Public Body Reporting regulations, when made, will of course be a key accountability mechanism.

Turning to the legislative position, as you know the law requires councils, when making arrangements for the collection of waste paper, metal, plastic or glass, to ensure that those arrangements are by way of separate collection. I understand that, prior to 2020, Section 21 of the Waste Regulations (NI) 2011 allowed for comingling as an acceptable form of separate collection. However, it is important to note that this section was revoked in December 2020. The onus is now on councils to undertake what is known as the “Technically, Environmentally and Economically Practicable (TEEP)” test to determine if any exemptions apply to the standards for collections as set out in the Regulations. TEEP now also includes a test for comparable quality (in legislation) and a review of the current process will happen as part of the consultation

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If you are deaf or have a hearing difficulty you can contact the Department via the Next Generation Text Relay Service by dialling 18001 + telephone number.



process you mention in your letter, with the intention of making the test easier for councils to undertake and introducing the quality element. This new arm of the test is important to ensure the material collected from households is of suitable quality to enable resource valorisation and greater opportunities for local reprocessing. Ensuring high quality material will be key to maximising payments under the Extended Producer Responsibility scheme for packaging which will make payments to councils for managing packaging waste based on effective and efficient services.

Turning to changes to collection methods, material types, timelines for compliance and penalties for non-compliance, these will be decisions for returning ministers to take. To help inform those decisions, officials hope shortly, and of course subject to the necessary decision-making processes, to initiate a consultation with a focus on improving the quality and quantity of what is collected for recycling, as well as exploring ways to reprocess this material as locally as possible.

If you have any additional questions, please contact the Resources and Waste Strategy Team (wastepolicyteam@daera-ni.gov.uk) who would be happy to engage with Members further on these issues.

Yours sincerely



KATRINA GODFREY

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Committee:	Environment and Sustainability
Date:	6th December 2023
Report from:	Acting Head of Waste Management & Operations

Item for:	Decision
Subject:	Consultation on the proposed ban of the manufacture, supply and sale of wet wipes containing plastic

1.0	<u>Background and Key Issues</u>	
	<ol style="list-style-type: none"> On 14th October 2023 the Department for Environment, Food & Rural Affairs (DEFRA) launched a public consultation on a proposed ban of the manufacture supply and sale of wet wipes containing plastic. The consultation was focused on wet wipes containing plastic and addressing their impact on the environment, with views sought on a proposed ban on the manufacture, supply and sale of wet wipes containing plastic. The proposed ban, subject to consultation outcomes, will be applied by individual countries in the UK and will be implemented via their own legislative mechanisms. The closing date for responses was 25th November 2023 representing a short consultation period of only 6 weeks from issue. Members were advised by e-mail on 10th November 2023 that order to meet the deadline, a response was being compiled that supported the proposed ban however given the time constraints, Members would be provided with a copy of the response through the December Environment & Sustainability Committee, for retrospective approval. Members were advised that if they wished to provide any input to the response, comments should be provided to the Waste Policy & Development Manager no later than Monday 20th November. A response was compiled and submitted before the deadline date and is attached at Appendix 2 WMO 	
2.0	<u>Recommendation</u> It is recommended that Members retrospectively approve the consultation response as attached at Appendix 2 WMO	
3.0	<u>Finance and Resource Implications</u> N/A	
4.0	<u>Equality/Good Relations and Rural Needs Impact Assessments</u>	
4.1	Has an equality and good relations screening been carried out?	No
4.2	Brief summary of the key issues identified and proposed mitigating actions or rationale why the screening was not carried out This is a third party consultation and not an internal document.	

4.3	Has a Rural Needs Impact Assessment (RNIA) been completed?	No
4.4	Brief summary of the key issues identified and proposed mitigating actions or rationale why the screening was not carried out. This is a third party consultation and not an internal document.	

Appendices:	Appendix 2 WMO - L&CCC Response to a Consultation on the proposed ban of the manufacture, supply and sale of wet wipes containing plastic
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Response ID ANON-M2YU-76US-2

Submitted to Consultation on the proposed ban of the manufacture supply and sale of wet wipes containing plastic
Submitted on 2023-11-24 08:35:59

25

Confidentiality

Would you like your response to be confidential, under the terms defined above?

No

If you answered yes to this question, which information would you like to keep confidential and why?

Please type below:

N/A

About you

Please provide your full name. If you are representing an organisation, you will be asked its name later.

Name:
Noeleen O'Malley

Please provide your email address.

Email:
noeleen.omalley@lisburncastlereagh.gov.uk

Which of the following best describes you?

d. I am responding on behalf of a business or organisation, that doesn't directly manufacture, supply, sell or use wet wipes. This includes advocacy groups.

If other, please expand below:

Where are you currently based yourself?

d. Northern Ireland

Questions on the proposal

To what extent do you agree with the following statement, "I/my organisation would support the proposal set out above to introduce a ban on the manufacture of wet wipes that contain plastic"?

a. Strongly agree.

To what extent do you agree with the following statement, "I/my organisation would support the proposal set out above to introduce a ban on the supply or sale of wet wipes that contain plastic, including giving away for free"?

a. Strongly agree.

Please explain your answers, referring to specific evidence as much as possible.

Please type below:

Lisburn & Castlereagh City Council supports measures to reduce microplastics in the environment. As detailed in the consultation document there are already existing alternatives to wet wipes containing plastics with a Valpak report finding no significant price difference between wipes labelled as plastic free and those that were not. Council therefore believes that a move to ban wet wipes containing plastic will have environmental benefits without an increased financial burden to consumers and therefore should be supported.

Consumer Impacts

Do you think that the proposed ban will have a negative impact on any specific groups of consumers?

b. No

Please explain your answer to the previous question, referring to specific evidence where possible and whether you are part of the group impacted. Where possible, please indicate if this answer is specifically related to manufacture, supply, or sale

Please type below:

N/A

Definitions

Do you think the definition of wet wipes used within this consultation is suitable?

a. Yes

If no, please expand below:

Do you think the definitions of plastic used within this consultation are suitable?

a. Yes

If no, please expand below:

Wet wipes marketed as 'natural', 'biodegradable' or 'plastic free' may be made from polymers which have undergone chemical extraction, processing and refinement processes. Do you think wet wipes marketed in this way should be considered 'plastic free' and excluded from the proposed ban? For each material, please explain why:

Answer Below - Viscose (usually derived from wood):

Don't know

Answer Below - Lyocell (a semi synthetic cellulose fibre):

Don't know

Answer Below - Cotton (reconstituted cotton fibres):

Don't know

Answer Below - Other - please expand below:

Don't know

Please expand on your answers and state any other materials that you think should be considered 'plastic free' :

Exemptions

To what extent do you agree with the following statement, "I/my organisation supports an exemption for plastic-containing wet wipes that are used in hospitals and have certain clinical and/or medical uses"?

d. Disagree

To what extent do you agree with the following statement "I/my organisation supports an exemption for plastic-containing wet wipes in certain industrial and professional uses (business to business sales only)"?

d. Disagree

Please explain your answers, referring to specific evidence as much as possible.

Please type below:

Council is not in favour of broad exemptions. In relation to potential exemptions based on functionality we have concerns that for example wipes used for medical purposes could still be used in a home environment and disposed of inappropriately.

We feel industry should be encouraged to find more environmentally sound products as a solution for medical and industrial environments and feel pending legislation would be a key driver for this.

If any exemption is issued for either of these scenarios it would be essential that proper disposal routes are identified and used by the sectors in question to ensure wet wipes containing plastics do not end up in waterways.

About your organisation or business

What is the name of the organisation or business that you are responding on behalf of?

Please type below:

Lisburn & Castlereagh City Council

Please indicate which of these sectors you most align your organisation with for the purpose of this consultation (please tick all that apply):

a. Public body

If other, please expand below:

How many employees does the organisation/business you are representing have?

e. 500 or more employees

Where does your business or organisation operate? (Select all that apply)

d. Northern Ireland

The Proposed Ban

Would your business/organisation have transitioned entirely to manufacturing/supplying/selling/frequently using plastic-free wet wipes if this ban was not to come into effect?

h. I don't know

What would be the expected cost to your business/organisation entirely transitioning to manufacturing/supplying/selling/frequently using plastic-free wipes within the following time frames? If you were already planning to transition, please give the additional cost to your business/organisation (if any).

a. Between 9 and 12 months time

Additional cost to your organisation:

N/A

Is there a cost of not being able to manufacture for the purposes of export?

Please type cost below:

N/A

Market Composition

Do you agree with the turnover market split for ONS categories "G: wholesale and retail trade; repair of motor" and "C: Manufacturing" respectively to estimate the split of business size by number of employees?

c. Don't know

Please use this space for further details :

N/A

The following 4 digit Standard Industrial Classification codes by the Office for National Statistics¹⁵ have been identified by Defra as businesses that may be impacted by a ban on wet wipes containing plastic wet wipes. Do you agree that these business sectors are those that are likely to be impacted?

Table of Options - 2229: Manufacture of other plastic products:

d. I don't know

Table of Options - 4649: Wholesalers of other household goods:

d. I don't know

Table of Options - 4673: Wholesale of wood, construction materials and sanitary equipment:

d. I don't know

Table of Options - 4711: Retail sale in non-specialised stores with food, beverages or tobacco predominating:

d. I don't know

Table of Options - 4774: Retail sale of cosmetic and toilet articles in specialised stores:

d. I don't know

Please use this space for further details:

N/A

Committee:	Environment and Sustainability
Date:	6th December 2023
Report from:	Acting Head of Waste Management & Operations

Item for:	Decision
Subject:	Eco Schools Request for Financial Support 2024/25

1.0	<p><u>Background and Key Issues</u></p> <ol style="list-style-type: none"> Keep Northern Ireland Beautiful (KNIB) operate the Eco Schools programme in Northern Ireland and L&CCC has supported this programme over the past number of years. Eco-Schools encourages and directs young people to think about litter, waste and recycling, energy saving, water conservation, transport options, biodiversity, the natural environment they are custodians of, and make positive choices for a better future. A letter as attached at Appendix 3 WMO has been received, requesting further support for the Eco-Schools programme in 2024/2025. In the letter KNIB present two potential funding options as follows: <ul style="list-style-type: none"> Option 1 at a cost of £10,942 or: Option 2 at a cost of £2,975 <p>The assumptions Officers have been working on is for this initiative to continue at option 1 levels due to its local impact and effectiveness. As such, all estimates presented for consideration have been assumed at the higher level.</p> The Council currently funds the programme in the 2023/24 year at the higher option 1 level. KNIB has also referenced running one large awards ceremony event to replace the individual Council area based ceremonies, in recognition of celebrating 30 years of Eco Schools. They have suggested Councils cover transport for schools to and from the event however the potential cost has not been quantified. Given the significant level of financial support already provided Eco Schools have been advised that Council will not cover transport costs. Additional information providing updates on the Eco Schools Programme for the 2022/23 academic year is also attached in Appendix 4 WMO & 5 WMO. 	
2.0	<p><u>Recommendation</u></p> <p>It is recommended that Members approve that the Eco-Schools programme be supported for the 2024/25 year at a cost of £10,942 (option 1).</p>	
3.0	<p><u>Finance and Resource Implications</u></p> <p>If approved £10,942 in 2024/25 budget.</p>	
4.0	<p><u>Equality/Good Relations and Rural Needs Impact Assessments</u></p>	
4.1	Has an equality and good relations screening been carried out?	No

4.2	<p>Brief summary of the key issues identified and proposed mitigating actions or rationale why the screening was not carried out</p> <p>Request for financial support for a programme open to all schools within the Council area.</p>	
4.3	Has a Rural Needs Impact Assessment (RNIA) been completed?	No
4.4	<p>Brief summary of the key issues identified and proposed mitigating actions or rationale why the screening was not carried out.</p> <p>Request for financial support for a programme open to all schools within the Council area.</p>	

Appendices:	<p>Appendix 3 WMO - Eco Schools Support Request 24/25 Letter</p> <p>Appendix 4 WMO - Council Report 2022.23 Academic Year</p> <p>Appendix 5 WMO - LCCC Impact Card 2022.23</p>
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29 November 2023

Dear Council,

Council support request for the Eco-Schools Programme in Northern Ireland 2024/25.

This letter is a request for support for the Eco-Schools programme in your council area in 2024/2025 and to highlight the excellent value the Eco-Schools Programme brings to Northern Ireland in helping deliver a safe and sustainable future for our youth.

Your continued support both financially and with staff time is highly appreciated by Keep Northern Ireland Beautiful and is critical to the success of the programme in educating young people on environmental issues and empowering them to make informed choices, take positive action and be the change needed to ensure a sustainable Northern Ireland. We seek to give young people a platform to make their voices heard and influence their peers, communities, policy and decision-makers.

Support for Eco-Schools Going Forward

Over the past few years we have increased the amount of support we offer schools in your council area. The demand has grown exponentially in recent years. Through corporate partnerships we have been able to expand our Eco-Schools team to provide feet on the ground in your council area offering direct support to schools in the form of workshops, practical advice and support and online sessions. This corporate funding however is not secure and we can only hope your council continues to help us with its excellent and much needed support.

Currently your council contributes 13.5% of the overall Environmental Educational Team budget at a cost of £10,942 per annum (5 pence per pupil).

We would welcome the opportunity to discuss with you your investment in light of how the Eco-Schools programme has grown and developed in your Council area in the hope of sustaining the additional staff resource we have put in place to make this happen.

We understand the difficulties councils are facing at present with budget cuts and absorbing high inflationary rates and now is not an ideal time to request an increase in financial support. Therefore, **we would hope you would maintain your current offer of support with us.**

We would invite you to review the following 2 options and take note of the awards ceremony plans.

Option 1: Keep Northern Ireland Beautiful's preference.

Support of the Eco-Schools Programme at a cost of **£10,942**. This includes Wheelie Big Challenge and core running cost of the programme, which equates to an investment of approximately **53 pence per pupil** in your council area and would continue to have your council in line with others.

**Option 2:**

Support of the Eco-Schools Programme at a cost of **£2,975** would equate to an investment of approximately **19 pence per pupil** in your council area.

Eco-Schools Award Ceremony:

This June Eco-Schools will be celebrating its **30 year anniversary** and we have decided to host one large celebratory event. We are at present sourcing corporate sponsorship to fund this event however understand many schools will require transport to and from the event. We would ask your council to cover the school's transport to and from the event to help ensure we reach as many pupils and teachers as possible across the country.

The following academic year we plan to return to our 11 individualised award ceremonies in each council area.

****Please refer to the Matrix Grid to compare support****

Enclosed is an Eco-Schools Support Request Form. I would be very grateful if you could provide the necessary Purchase Order number by the end of January 2024 to ensure access to the benefits listed above is maintained in 2024/25.

If you require any further information or clarification on anything above, please do not hesitate to contact me. I am happy to facilitate a meeting with councillors or council staff to talk them through the programme impact and the options.

Yours Sincerely

Charlene McKeown
Environmental Education Manager
Charlene.mckeown@keepnorthernirelandbeautiful.org
Tel: 07845050890
Keep Northern Ireland Beautiful

Matrix for Council's Eco-Schools Support options

Deliverable	Option 1	Option 2
A pre-existing programme to assist council delivery of their waste and litter prevention programmes and to help councils meet waste prevention and landfill reduction targets.	X	X
Direct communication with all schools in your council and NI as a whole.	X	X
Support councils in educating and raising awareness on litter, waste and avoidable single use plastics that will be dealt with in forthcoming EU and Northern Ireland Executive Committee legislation.	X	X
The opportunity to be associated with this prestigious international environmental education programme.	X	X
Clear linkage to Council support for young people's environmental leadership development.	X	X
Free training for your staff to become Eco-Schools Green Flag Assessors.	X	X
Provision of assessments and flags	X	X
Organisation of 1 Cluster Group meeting and 1 Green Flag Clinic for teachers in the council area which deliver valuable information to schools progressing through the Eco-Schools programme and provide the council with opportunities to promote their own projects and build relationships with teachers.	X	X
Development of the Ambassador Eco-School network in your Council area - Ambassador Eco-Schools are flagship schools driving their environmental message further into the community and mentoring other schools in their area.	X	X
Providing reports and statistics on schools in your Council area which are involved in the Eco-Schools programme. Annual report provided in July to supporting councils highlighting statistics for schools and information about the new incoming initiatives.	X	X
We provide support for council staff and elected representatives such as responding to ad hoc queries on the status of schools in the council area. However, further consultation on support of developing and delivering initiatives will incur a consultancy fee charge.	X	X

Eco-Schools Northern Ireland is operated by Keep Northern Ireland Beautiful and supported by the Department of Agriculture, Environment and Rural Affairs

Access to the Keep Northern Ireland Beautiful Data Hub, which puts information and statistics from Keep Northern Ireland Beautiful programmes you support at your fingertips (www.keepnorthernirelandbeautiful.org).	X	X
Opportunities to promote your campaigns and activities through the monthly Eco-Schools newsletter and multiple social media channels and signposting schools to relevant council contacts on the Eco-Schools website (www.eco-schoolsni.org).	X	
Opportunity to promote campaigns, events and activities in the monthly Eco-Schools newsletter and two social media posts annually . Posts and article must be provided in full.		X
Preference given to schools in council areas supporting the programme for promotion through media outlets.	X	
Allowing schools access to additional funding provided through Eco-Schools for projects such as the international Wrigley Litter Less campaign.	X	
Dedicated Field Officer working in your council area.	X	
Wheelie Big Challenge: <ul style="list-style-type: none"> • contact school Eco-Coordinators to recruit schools to the project, • manage all communications, • Provide the toolkit for school and home • provide workshops/webinars and support, • ensure data is gathered and uploaded correctly • gather competition entries, • organise invitations to the final award event and • generate PR around the project. • Produce an end of project report to be included with your Eco-Schools report in July. 	X	

Eco-Schools Northern Ireland is operated by Keep Northern Ireland Beautiful and supported by the Department of Agriculture, Environment and Rural Affairs





Eco-Schools Support 2024-2025 Request Form

Please tick your preferred option:

- Option 1: **£10,942** at a rate of **53** pence per pupil
- Option 2: **£2,975** at a rate of **19** pence per pupil

Please tick your preferred option:

- Support Transport to the Eco-Schools Award Ceremony

..... Council

- Agrees to support the Eco-Schools Programme

OR

- Do not wish to support the Eco-Schools Programme

Council Purchase Order Number (required for invoicing)

Signed

Name

Position/job title.....

Date.....

Please return to:

Tracey McCreanor
 Keep Northern Ireland Beautiful
 Bridge House
 2 Paulett Avenue
 Belfast
 BT5 4HD

tracey.mccreanor@keepnorthernirelandbeautiful.org

Eco-Schools Northern Ireland is operated by Keep Northern Ireland Beautiful and supported by the Department of Agriculture, Environment and Rural Affairs





KEEP NORTHERN IRELAND BEAUTIFUL

Report on the Eco-Schools Programme

For supporting councils

October Report for the Period:

September 2022 – June 2023

Present situation of the programme

On 1st September 2023, the programme had 1,127 schools in Northern Ireland, which is 100% of schools. The total number of live Green Flag awards is 369 which represents **33% of schools**. This figure has **increased by 3%** since the last year's report.

In addition to the Eco-Schools Green Flag, schools can also achieve intermediate accreditation by obtaining Bronze and Silver self-assessed award status, with at present 852 (increase of 5) schools having achieved a Bronze level and 750 (increase of 11) having achieved a Silver level.

Green Flag Schools

We assessed 217 schools and awarded 216 schools with Green Flags in Northern Ireland from April 2023 – June 2023.

Workshops and Support Meetings delivered

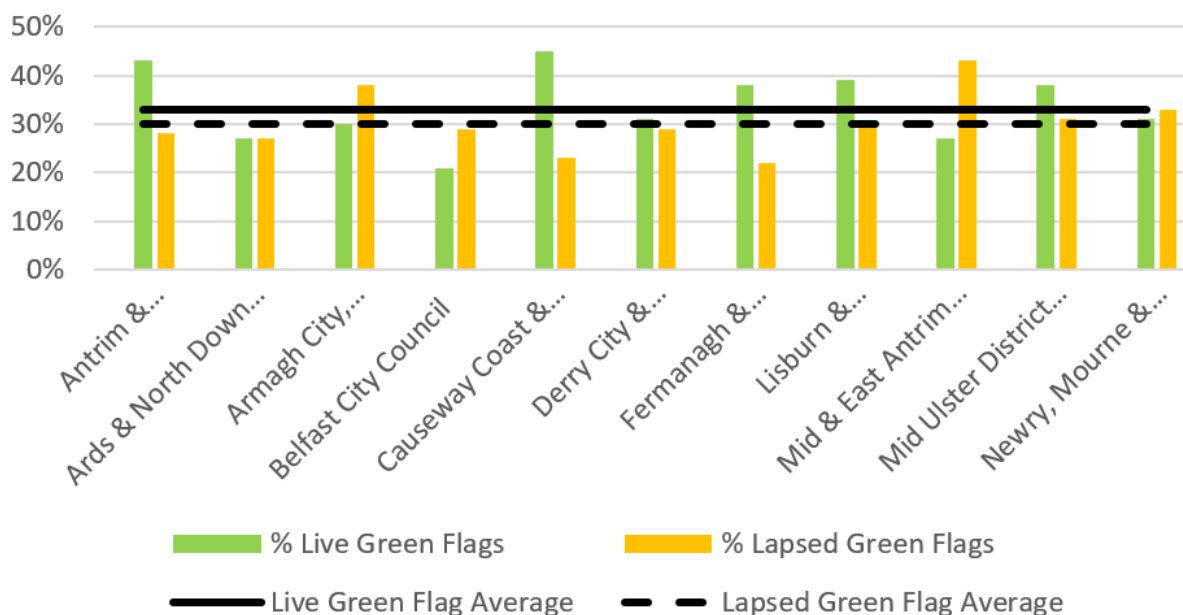
In total the team delivered 197 workshops & 252 teacher meetings across the country to support schools, pupils and and teachers on their Green Flag Journey.

Eco-Schools Northern Ireland is operated by Keep Northern Ireland Beautiful and supported by the Department of Agriculture, Environment and Rural Affairs





Eco-Schools overview for Academic Year 2022-23



Please see the attached appendix 1 for specific breakdown of each council

Eco-School’s Team

With success of additional corporate partners and councils coming increasing support of the Eco-Schools programme we have been successful in expanding our staff team. We have our Environmental Education Coordinator Sinead Murray and in the New Year we will have appointed a Resource Development EE Coordinator. We have 5 active Field Officers. Each Field officer is responsible for particular schools in particular council areas and funding from councils has determined the amount of support available from the field officers in each area.

Response to the Field Officers support

We continue to receive an overwhelmingly positive response from our schools in relation to the Field Officer support available to them. The field officers are able to deliver in person workshops and support on a daily basis to the schools in their assigned council areas.

Please see appendix 1 attached to view the breakdown of these statistics for your council area.

Eco-School’s Award Ceremonies

We liaised with councils this year to support us in delivering 8 award ceremonies across the country. Many of these ceremonies had council members, chairs, lord mayors and deputy Mayors, youth guest speakers and many of our partners in attendance. Across the 8 days, we had approx. 750 attendees at our ceremonies. We also gave out additional awards:

- Eco-Teacher of the Year
- Eco-Schools of the Year
- Eco-Pupil of the Year

Some councils had The Wheelie Big Challenge awards announced at the ceremonies.





Award ceremony dates and locations:

- 06/06/2023: Antrim and Newtownabbey Borough Council at Theatre at the Mill
- 08/06/2023: Armagh City, Banbridge and Craigavon Borough Council at Craigavon Civic Centre
- 09/06/2023: Mid Ulster District Council at Ranfurly House
- 12/06/2023: Newry, Mourne and Down District Council at St Patrick's centre
- 13/06/2023: Belfast City Council at Belfast Castle
- 16/06/2023: Fermanagh and Omagh District Council at Bawnacre Centre
- 19/06/2023: Lisburn and Castlereagh City Council at Lagan Valley Island
- 23/06/2023: Mid and East Antrim Borough Council at Des Allen Suite, Ballymena Showgrounds

School Zone Calendar/Planner Update

We updated the 'School Zone Calendar/Planner' to reflect all the programmes we now offer, both in person workshops or online support for projects. Teachers continue to register their interest on the school zone and this is proving to be an effective tool.

Eco-Schools Newsletter

The monthly Eco-Schools newsletter is aimed at all Eco-Coordiators, Eco-Schools sponsors and delivery partners in Northern Ireland. The newsletter contains news, examples of good practice, statistics, case studies, workshop, environmental education activities, campaigns, training opportunities and latest awards. **Please send through any content by the 15th of the month for inclusion.**

We have continued to see much greater uptake from personalised emails coming from the field officers directly to the teachers in their council areas. This has proven to be much more affective this academic year in comparison to opens of our newsletter however, we will continue with our newsletter.

Eco-Schools cluster group meetings and support workshops

Feedback from schools who attended the Cluster Group Meetings over ZOOM last year was overwhelmingly supportive of using this method moving forward. Therefore, this academic year we hosted 11 Cluster Group Meetings with a total of 298 attendees over the ZOOM platform.

Moving forward we at Eco-Schools will continue to organise all Cluster Group Meetings. The same process will remain: We will forward a few dates to you to pick from. Once a date is organised we will contact delivery partners to engage with us and then invite our teachers in your council area along to attend. We will continue using ZOOM as our platform. If there is a specific focus you would like for the meeting, we can discuss this in advance and be sure to focus on this area.

We have increased our number of online workshops for teachers from 5 to 17 in line with our DAERA agreement. Three Action Plan Clinics and three Green Flag application clinics and 11 topic focused online workshops to increase teacher confidence around these topic areas. Registration links and advertisement of these workshops will be sent out in our newsletters, emails, website and social media.

Eco-Schools Northern Ireland Website and Social Media Platforms

Eco-Schools Northern Ireland has continued to maintain and use the website to the best of its ability to ensure projects, campaigns, contacts, resources and Green Flag support is readily available and current.

Councils have been asked to provide information so that we can update individual pages for each council. Details of council contacts can be found at the following link: <https://www.eco-schoolsni.org/cgi-bin/partners?instanceID=1h>

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Eco-Schools have active **Facebook**, **Twitter** and **Instagram** accounts.

- ❖ Facebook: Likes 4.4K; Followers 4.8K; Page Reach 108k+
- ❖ Instagram: Followers 962; Reach 7.5k+
- ❖ Twitter: Followers 3,242;

We have continued to add videos to an **Eco-Schools NI YouTube channel** to share all online content created such as educational webinars and workshops for our teachers and young people.

Resources to support New Programme Guidance

We are working with new partner Twinkl to develop and upcycle some of our old resources to ensure all seven key stages are catered for.

Added Value to the Schools in Your Council

There are a range of other opportunities available to schools to improve their environmental education credentials through the Eco-Schools team that provide added value to the Council investment in the Eco-Schools programme. **Please see the attached appendix 2 for specific details relating to your Council area:**

Young Reporters for the Environment (YRE)

Young Reporters for the Environment gives young people aged 11-25 a platform to research environmental issues and promote solutions through investigative reporting, photography, and video journalism. It is an international programme, accredited by the Foundation for Environmental Education, with 360,000 reporters in 45 countries. Keep Northern Ireland Beautiful is the National Operator for the programme, which is open to schools across Northern Ireland, including your Council area. The YRE is run here as part of the Wrigley Litter Less Campaign to encourage positive behaviour change towards littering and the 6Rs.

Young reporters at post primary level are asked to investigate an environmental issue, propose solutions, report their findings in an article and inform others by sharing this through as many media outlets as possible. Themes explored in the past included litter and waste with an emphasis currently on the topical issues of single use plastics and the climate crisis. The programme effectively engages and equips young people to tell stories, building their communication and critical thinking skills and competencies.

We have made efforts to secure a part funder to allow support for YRE to grow across NI this academic year. We have been fortunate to secure the Housing Executives support.

Wrigley Litter Less Campaign (WLL)

Schools are being asked to choose one criterion among three possible criteria (weight of litter in the school grounds; weight of paper recycled in the school; weight of dry recyclable material). Eco-Schools has requested expressions of interest from schools, including those in your Council area. There was a £200 incentive to the first 30 accurate reports returned to us. Therefore this year Eco-Schools gave out £6,000 between the 30 winners.

Coastal Schools Workshop

With the support of our tackling Plastic Team at KNIB we successfully delivered a Coastal Schools workshop looking at the dangers of plastic in the ocean. The pupils also receive OSPAR Marine Litter Survey Training and survey a transect of their local beach. The delivery of this project is carried out by the field Officers and is becoming increasingly popular each year with 34 workshops carried out in the academic year.

Tackling Fast Fashion Workshop

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With the support of our Tackling Fast Fashion Team at KNIB the Field Officers have successfully delivered a Fast Fashion practical workshop across 51 schools in NI this year. We hope this programme will continue to help with Post primary engagement.

Climate Campaigning Workshop

We developed a post primary Climate Campaigning workshop to ensure young people could learn how to use their voice in a productive way to be heard around their Environmental and Climate concerns. The Field Officers have successfully delivered a Climate Campaigning practical workshop across 10 schools in NI this year. We hope this programme will continue to help with Post primary engagement.

Eco-School Award ceremonies in each council

The awards were a huge success again this year. We are approaching our 30th anniversary this academic year and intend on hosting one large celebratory event to allow us all to come together and share in all of the success across NI. We with plan on resuming individual ceremonies the following year in June 2025. We continue thanks councils for their support on these along with our corporate sponsors.

Eco-Campus

We are also targeting universities and colleges in council areas to participate in our YRE programme especially when students there have specifically chosen journalism and media as their preferred subject. Again we hope to see more engagement and as a result these campuses signing up to join Eco-Campus. We have been in talks with St Mary's University, Stranmillis, Queen's University, South Eastern Regional College and the Northern Regional College. We have continued work with An Taisce in the South of Ireland and FEE to see how we can best support each campus.

Northern Ireland Housing Executive Schools Energy Efficiency Awareness Programme.

We entered our 3rd year of partnership on the Schools Energy Efficiency Awareness Programme with 5 winners in the 'A day in the life of an eco-hero'. The 5 winners received an eco-laptop, the school won £500 and a local artist designed the comics.

Radius Housing Productive Biodiversity Gardens Project

We supported 22 Productive Biodiversity Garden Project in 22 schools across the country in this shared education project to increase Biodiversity on their school grounds on their journey towards a Green Flag. They were involved in the planning, planting and harvesting of a productive biodiversity garden. The harvesting events happening in November 2023. We are working with Radius housing as our 3 year Project comes to a close in December in the hope of another run at a similar initiative.

Wheelie Big Challenge

The Wheelie Big Challenge is a practical initiative that helps schools learn about and implement the waste topic, thus helping achieve the Eco-Schools Green Flag Award. The Wheelie Big Challenge programme combines teaching resources with practical actions and advice on how to improve the school's performance around the waste management 6 R's – **Rethink, Refuse, Reduce, Reuse, Repair** and **Recycle**. Provision of a toolkit enables young people to also take this learning beyond the school grounds, having the added benefit of encouraging improved household recycling. This initiative has run in a number of Council areas over the past couple of years and has significantly contributed to Eco-Schools Green Flag accreditation for participating schools. Please contact a member of the Eco-Schools team if you are interested in running this scheme in your Council area. For those councils involved the team have already engaged schools in your council area for September.

ETwinning – International School Pairing

We have continued to promote the FEE network and platform designed for allowing schools to pair internationally on Environmental and Climate issues.



Live Here, Love Here

There is a big push on schools to participate in 'Adopt a Spot' this will also help towards their application for Green Flag status and there is no reason this cannot be a starting point for all schools to get involved. We hope to see this reduce litter in local council areas and in and around school grounds which would be hotspots for litter and in time with education see a reduction of waste.

Carbon Literacy Training

Teachers and pupils are now able to avail of the accredited Carbon Literacy Training provided by KNIB.

OCNNI Level 2 Certificate in Reducing Carbon Footprints through Environmental Actions

After successfully launching the new GCSE last year we went on to develop a teacher training session in partnership with the Climate Action Team to talk teachers through the 5 units of work. We also developed supporting teacher resources which the teachers are able to lift and begin delivering. A lot of work went into creating this material as we were aware of the lack of teacher confidence in teaching around these themes. Please see a reminder of the units below:

Within this Certificate are the 5 awards everyone helped us pull together:

1. OCNNI Level 2 Award in **Reducing Carbon Footprints through Environmental Action (core module)**
2. OCNNI Level 2 Award in **Biodiversity Recovery**
3. OCNNI Level 2 Award in **Climate Campaigning**
4. OCNNI Level 2 Award in **Tackling Single Use Plastic Waste**
5. OCNNI Level 2 Award in **Tackling Fast Fashion**

Please view the full specification here: [Specification OCN NI L2 Award-Cert in Reducing Carbon Footprints through Environmental Action.pdf](#)

Presence at COP27

We were involved in and promoted FEE's initiative 'Running Out of Time' whereby an incredible feat was made possible purely through the support of over ten thousand people running, cycling, hiking, sailing and celebrating everyone taking action to make sure the relay baton made it to Glasgow to Sharm El-Sheikh. We encouraged schools to take action and watch online throughout the 40 days across 18 countries and 7,767 kilometres. We also had one of our young people picked and travel to Sharm El-Sheikh to report as part of the Young Reporters for the Environment Team.

You can view more here: [Running Out of Time — Foundation for Environmental Education \(fee.global\)](#)

Belfast Climate Commission Youth Working Group

Our Environmental Education Manager plays an active role on the Youth Working Group.

Education for Sustainable Development Forum

Our Environmental Education Manager has taken on the role of Chair in the ESD Forum.

Earth Hub

KNIB is leading on a new one stop online hub for Environmental Education on Action in Northern Ireland and Eco-Schools will be the first programme at KNIB to move to this new platform. The Environmental Education Manager has been involved from inception to planning phases and now she is working closely with the Earth Hub development team to ensure when the platform is ready it will be a smooth transition for all involved.



Appendix 1

Council Area	% Live Green Flags	% Lapsed Green Flags	Live Green Flag Average	Lapsed Green Flag Average	Number of GF per council	Total Schools	Lapsed schools
Antrim & Newtownabbey BC	43%	28%	33%	30%	32	74	21
Ards & North Down BC	27%	27%	33%	30%	19	71	19
Armagh City, Banbridge & Craigavon	30%	38%	33%	30%	39	130	49
Belfast City Council	21%	29%	33%	30%	38	179	52
Causeway Coast & Glens BC	45%	23%	33%	30%	45	99	23
Derry City & Strabane DC	31%	29%	33%	30%	27	87	25
Fermanagh & Omagh DC	38%	22%	33%	30%	40	104	23
Lisburn & Castlereagh City Council	38%	29%	33%	30%	22	58	17
Mid & East Antrim Borough Council	27%	43%	33%	30%	20	74	32
Mid Ulster District Council	38%	31%	33%	30%	46	121	37
Newry, Mourne & Down DC	31%	33%	33%	30%	41	131	43

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Appendix 2

September 2022 – June 2023

Teacher Meetings: 9

Teacher Meetings	Date
Millenium Integrated PS	08/09/2022
St Josephs PS	21/09/2022
Ballycarrickmaddy PS	21/09/2022
Old Warren Primary School	05/12/2022
Millennium IPS	18/01/2023
Millennium IPS	06/02/2023
Lisburn Central	22/02/2023
Seymour Hill Primary School	09/03/2023
Dundonald Primary School	20/06/2023

Cluster Group Meeting:

- 15 teachers attended online 13th October 2022
- 18 teachers attended online 13th September 2023

Workshops

Fast Fashion: 10

School	Type	Class	Date
Friends' School Lisburn	Secondary	Eco Committee	23/01/2023
St Ita's Primary School Lisburn	Primary	P7 \ Eco Committee	20/02/2023
Wallace High Prep	Prep	P7 - 21 pupils	17/01/2023
Moira PS Lisburn	Primary	2x P7	13/03/2023
Tor Bank	Special	P7/year 8	21/02/2023
Ballymacrickett PS	Primary	2 P7s, 28 each	20/02/2023

Wheelie Big Challenge: 24

School	Type	Class	Date
Carryduff Primary School	primary	P4-P7	21/09/22
St Joseph's PS	primary	P4	16/01/2023
Ballycarrickmaddy PS	primary	P5	09/12/2022
St Aloysius PS	primary	3 P3 classes, 25 each	02/03/2023
Wallace High Prep	Preparatory	P4 class	08/03/2023
St Joseph's Carryduff	Primary	Eco committee (9 P7s)	23/02/2023
Barbour Nursery School	Nursery	2 Nursery Classes, 26 each	02/03/2023
Knockmore Primary School	Primary	Year 6 & Year 4 (27 & 25)	27/02/2023
Ballymacrickett Primary School	Primary	P4 \ Eco Club	22/02/2023
Oakwood IPS	Primary	P6 24 students	20/03/2023
Killowen PS Lisburn	Primary	P7 - 31 students	07/02/2023
Tor Bank	Special	24	09/03/2023
Old Warren PS	Primary	P6 & P7	23/03/2023
Brookfield SS	Special	P6	27/03/2023

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Harmony Hill PS	Primary	P4,	28/02/2023
Carryduff Playgroup and Play Care Centre	Nursery	30	22/02/2023
Millennium PS	Primary	2x P4 classes	21/09/2022
Central Primary School Lisburn	Primary	1 P4 class -	22/02/2023

Schools to register and complete the Litter Less Campaign: 4

School Name
Harmony Hill Primary School
St Colmans Primary School, Lambeg
St Aloysius Primary School, Lisburn
Ballymacrickett Primary School

Total Current Green Flag Schools June 2023: 22/58 = 38%

School	Type
St Ita's Primary School	Primary
Meadow Bridge Primary School	Primary
BROOKFIELD SPECIAL SCHOOL	Special
Pond Park Primary School	Primary
Oakwood Integrated Primary School	Primary
Carr Primary School	Primary
Ballycarrickmaddy Primary School	Primary
Harmony Hill Primary School	Primary
Lisburn Central Primary School	Primary
Ballinderry Primary School	Primary
Killowen Primary School	Primary
St Colman's Primary School	Primary
Lagan College	Secondary
Seymour Hill Primary School	Primary
Carryduff Primary School	Primary
Millennium Integrated Primary School	Primary
St Joseph's Primary School	Primary
Wallace High School Prep	Preparatory
Ballymacrickett Primary School	Primary
Carryduff Pre School Play Group	Other
Barbour Nursery School	Nursery
McKinney Primary School Dundrod	Primary

Green Flags awarded in June 2023: 15

School Name	Type
Harmony Hill Primary School	Primary
Lisburn Central Primary School	Primary
Ballinderry Primary School	Primary
Killowen Primary School	Primary
St Colman's Primary School	Primary
Lagan College	Secondary
Seymour Hill Primary School	Primary
Carryduff Primary School	Primary

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Millennium Integrated Primary School	Primary
St Joseph's Primary School	Primary
Wallace High School Prep	Preparatory
Ballymacrickett Primary School	Primary
Carryduff Pre School Play Group	Other
Barbour Nursery School	Nursery
McKinney Primary School Dundrod	Primary

Lapsed Green Flags in June 2023: 17

School Name	Type
Friends' School	Grammar
St Aloysius Primary School	Primary
Moira Primary School	Primary
PARKVIEW SPECIAL SCHOOL	Special
St Joseph's Primary School	Primary
Cairnshill Primary School	Primary
Old Warren Primary School	Primary
Largymore Primary School	Primary
Downshire Primary School, Hillsborough	Primary
Rowandale Integrated Primary School	Primary
Dundonald Primary School	Primary
Moneyrea Primary School	Primary
BEECHLAWN SPECIAL SCHOOL	Special
Ballymacash Primary School	Primary
Riverdale Primary School	Primary
Brooklands Primary School	Primary
Knockmore Primary School	Primary

Our goal is to reengage the 11 who have expired most recently (in the last 3 years) and maintain current numbers to see the council area moving towards 57% of active schools and sitting above the UN Greening Education Partnership global target of 50% of all schools.

Remaining schools in the council area: 19

School Name	Status	Recent support
Anahilt Primary School	No awards	Received a pollinator grant – we engaged with them to support them with their GF application they did not apply. Work continuing to engage them
Ballymacward Primary School	Bronze & Silver award last in 2016	Received a pollinator grant – we engaged with them to support them with their GF application they did not apply. Work continuing to engage them
Breda Academy	No awards	Engaged to arrange a fast fashion workshop, dates were booked and teacher then cancelled and said they would rearrange. We have attempted

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		to rearrange but teacher has not taken up the offer. Will continue to attempt further engagement.
Brownlee Primary School	Bronze & Silver award last in 2019	Heavily engaged and participated in Dankse bank Outdoor Learning Garden Project. We offered support for GF application however they have not applied
Dromara Primary School	Bronze & Silver award last in 2014	Engaged last year to say they didn't have capacity to apply for GF but would be keen to explore workshops and potentially apply 2023-24. Yet to engage meaningfully this year.
Dundonald High School	Bronze award 2012	Phoned to ensure we had the correct contact and it was confirmed. Current teacher has not engaged. We will attempt to make an appointment at the school.
Fort Hill College	No awards	Contacted to ensure we had the correct contact. Have emailed and engaged the teacher however they don't have the capacity to apply this year.
Fort Hill Integrated Primary School	Bronze & Silver award last in 2018	Received a pollinator grant and has had visits to support with GF application however has yet to actually apply
Friends' School (Prep)	No awards	Engaged and received a fast fashion workshop and are keen to begin work properly this academic year. Field Officer has reached out.
Holy Trinity Nursery School	No awards	We have the correct contact however a meeting will need to be arranged as there hasn't been sufficient engagement.
Laurelhill Community College	Bronze & Silver award last in 2011	Expressed interest in Fast Fashion workshop however have yet to confirm a date.
Lisnagarvey High School	No awards	Secretary informed our current contacts no longer work at the school and she would get back to us with a new one. Still chasing this up.
LONGSTONE SPECIAL SCHOOL	Bronze & Silver award last in 2016	Explained they did not have capacity last year to apply. Continuing to try and offer support

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Maghaberry Primary School	Bronze award in 2006	Confirmed we have the correct contact however not enough engagement from them. Meeting with school to be arranged.
Pond Park Nursery School	Bronze Award in 2010	Confirmed we have the correct contact however not enough engagement from them. Meeting with school to be arranged.
St Patrick's Academy	Bronze award in 2016	Confirmed we have the correct contact however not enough engagement from them. Meeting with school to be arranged.
Tonagh Primary School	Bronze & Silver award last in 2015	Engaged with us and not able to apply for GF last year, are keen to avail of workshops. These have been offered
TOR BANK SPECIAL SCHOOL	Bronze award in 2008	Received several workshops last year including Wheelie and Fast Fashion, support is being offered to help them apply for GF
Wallace High School	No awards	We have the correct contact, they explained due to union action they would not be pursuing the GF however she is keen for workshops. We have offered workshops but none are yet to be scheduled by the school.

Special Awards received in June 2023

- Eco-School of the Year – St. Colman's PS
- Eco Pupil of the Year - Benjamin Henderson – Lisburn Central
- Eco Teacher of the Year – Lois Trimble – Mckinney PS dundrod

Current Ambassador Schools in June 2023

- Pond Park Primary School
- St Ita's Primary School
- St Joseph's Primary School

Lisburn & Castlereagh City Council

facts and figures 2022-23

47

58

Number of schools registered in council area

20,946

Total number of pupils in council area

39

Number of schools who have achieved the Green Flag



22

schools with current Green Flags (38%)

17

schools with lapsed Green Flags (29%)

Ambassador Schools

- St Ita's Primary School (new 2018/19)
- Pond Park Primary School (new 2021/22)
- St Joseph's Primary School (new 2021/22)

15

teachers attended the Cluster Group Meeting

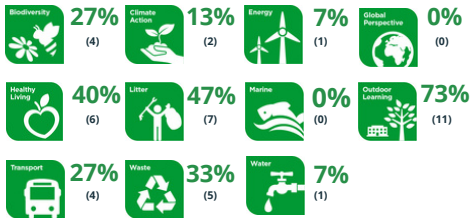
34

Workshops delivered

18

Pollinator Grants awarded

Topic choice in this year's Green Flag Applications



Financial support to schools through project funding

Project name	Schools	Funding
Wrigley Litter Less	St Colman's Primary	£200
Wrigley Litter Less	Ballymacrickett Primary School	£200
TOTAL		£400



Eco-Schools: added value

48

1. Contact with 100% of schools in your council area



2. In person and online workshops to help engage dormant schools:

- Coastal Schools
- Tacking Fast Fashion
- Climate Campaigning
- Wheelie Big Challenge
- Young Reporters for the Environment
- Cluster Group Meetings
- Action Plan Clinics
- Application Clinics

3. Financial Incentives for schools participating:

Up to **£200** for the Wrigley Litter Less Challenge

Up to **£200** for Young Reporters for the Environment



Up to **£1,500** in our Cash for Clobber competition

Up to **£500** in our NIHE School's Energy Competition

Up to **£500** in Wheelie Big Challenge Competition

Plus many other opportunities:

Radius Housing Gardens, grants etc.

4. Teacher resources across all Key stages



5. A team of dedicated Field Officers out on the ground supporting schools through the Eco-Schools programme

6. Online webinars and clinics to support teachers and delivery partners lead and deliver on our programme

7. 4.8K+ followers growing. Increase of 817 since 2021-22



8. Individual Council Eco-School's Award Ceremonies



9. Carbon Literacy Training for teachers

Carbon Literacy Programmes



www.eco-schoolsni.org

KEEP NORTHERN IRELAND BEAUTIFUL



ECO-SCHOOLS

Committee:	Environment and Sustainability
Date:	6 th December 2023
Report from:	Head of Service (Acting) - Environmental Health

Item for:	Decision
Subject:	The Private Tenancies Act (NI) 2022

1.0	<p><u>Background and Key Issues</u></p> <ol style="list-style-type: none"> 1. Members were previously appraised of the new provisions contained in The Private Tenancies Act (NI) 2022 at a meeting of the Environmental Services Committee in February 2023. The statute received royal assent on 27th April 2022 with the elements of the new Order coming into effect on 1st April 2023. 2. It was noted that there were still a number of provisions which require further consultation regarding new requirements to provide smoke, heat and carbon monoxide alarms and changes to electrical safety standards in private rented sector properties. 3. A 12-week stakeholder consultation was issued on 13th September 2023 with responses due by 6th December 2023 (extension agreed by DfC until 20th Dec 2023) via the NICS Citizen Space platform in relation to The Smoke, Heat and Carbon Monoxide Alarm Regulations (NI) and the Electrical Safety Standards Regulations (NI). 4. Attached as Appendix 1 EH is a detailed report providing further information for Members' consideration, including the rates to be set for Fixed Penalty fines for offences under the legislation. 5. The draft response to the Consultation was circulated to Members by email on Friday 17th November 2023 for consideration and inviting comments to be returned for inclusion in the final draft response prior to Committee. 6. The final proposed response to the technical matters of Section 8 and Section 10 of the Consultation are attached as Appendix 2 EH and Appendix 3 EH for Members' information.
2.0	<p><u>Recommendation</u></p> <ol style="list-style-type: none"> 7. It is recommended that Members consider the information provided in the attached report and agree the Officer's response to the technical matters of the consultation of Section 8 and Section 10 of the Private Tenancies Act (NI) 2022 attached as Appendix 2 EH and Appendix 3 EH. 8. It is further recommended that Members approve the fixed penalty level offence amount at £500 for the Smoke, Heat and Carbon Monoxide Alarm Regulations (NI).
3.0	<p><u>Finance and Resource Implications</u></p> <p>The fixed penalty regime introduced for the new offences may provide some income but it will not cover any additional staffing and administrative resources required. Setting the fixed penalty to the maximum amounts is a key consideration in the absence of any financial support to implement this important legislation.</p>

4.0	<u>Equality/Good Relations and Rural Needs Impact Assessments</u>	
4.1	Has an equality and good relations screening been carried out?	No
4.2	Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out The Department of Communities have carried out a Regulatory Impact Assessment (RIA) in relation to these matters within this legislation.	
4.3	Has a Rural Needs Impact Assessment (RNIA) been completed?	No

4.4	Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out. The Department of Communities have carried out a Regulatory Impact Assessment (RIA) in relation to these matters within this legislation.	
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Appendices:	Appendix 1 EH	-	Detailed report on the Private Tenancies Act (NI) 2022.
	Appendix 2 EH	-	Consultation on Private Tenancies Act (NI) 2022 Section 8 Smoke, Heat and Carbon Monoxide Alarms
	Appendix 3 EH	-	Consultation on Private Tenancies Act (NI) 2022 Section 10 Electrical Safety Standards

Appendix 1 EH

THE PRIVATE TENANCIES ACT (NORTHERN IRELAND) 2022 DETAIL REPORT

1. Members were previously appraised at their February 2023 Committee of the new provisions contained in The Private Tenancies Act (NI) 2022 which received royal assent on the 27 April 2022 and that report provided the details of the elements of the new Order that come into effect on the 1 April 2023 for the following provisions:
 - Tenancy Information Notice;
 - Receipts for cash payments;
 - Changes to Tenancy Deposits;
 - Increase in time for requirements relating to tenancy deposits;
 - Removal of the 6-month time barrier to prosecution of tenancy deposit offence;
 - Change in length of notice to quit.
2. It was noted that there were still a number of provisions which require further consultation regarding new requirements to provide smoke, heat and carbon monoxide alarms and changes to electrical safety standards in private rented sector properties.
3. A 12-week stakeholder consultation was issued on 13 September 2023 with responses due by 6th December 2023 (extension agreed by DfC until 20th Dec 2023) via the NICS Citizen Space platform in relation to The Smoke, Heat and Carbon Monoxide Alarm Regulations (NI) and the Electrical Safety Standards Regulations (NI).
4. It is a targeted consultation focusing on engaging and obtaining the views of NI tenants, landlords, electricians, council enforcement officers, and all associated professional bodies/representatives on the draft Regulations and guidance.
5. Prior to seeking this approval to proceed to formal consultation with stakeholders there has been engagement in shaping of the regulations with the DfC expert advisory panel representing:
 - Northern Ireland Fire and Rescue Service (NIFRS).
 - Local Council Environmental Health Officers who will enforce the regulations.
 - DoF technical staff in respect of electrical and building regulation adherence.
 - Electrical Safety First – campaigning organisation for electrical safety measures.
6. The consultations states that these regulations do not cover Houses in Multiple Occupancy (HMOs) and single lets properties, as these are covered by separate legislation/guidance. Single let arrangements is housing leased from private landlords and used by the Housing Executive to accommodate homeless people. Single-lets are often managed by large private companies, such as Homecare Independent Living. The company, rather than the landlord, will deal with the resident and the Housing Executive. Residents tend to stay longer in single-lets than in other types of temporary accommodation. The Council is not aware of any specific legislation/guidance in relation to single lets and would seek clarification from the Department in respect of this matter.
7. The consultation survey questions will be responded to using the information contained in the attached appendices.

8. Comments in respect of technical matters are also contained in **Appendix 2 EH** and **Appendix 3 EH**. We have also taken the opportunity to provide some feedback on the regulations and guidance to ensure there is no conflict or confusion with regard to responsibilities and requirements for landlords. This feedback covers the linkage with Building Regulations and the standards to be met in this regard when installing mains wired smoke and heat detectors. There is also some feedback on how guidance can be improved, for example by incorporating additional siting and spacing information for detectors and for product/component standards to be incorporated in the regulations and guidance.
9. The Act creates new offences for which the Council will have to powers to issue fixed penalty notices. The Regulations propose a maximum fixed penalty of £500 for the offences relating to the alarms and £1000 for the Electrical Safety standards.
10. The Committee should note that the Smoke, Heat and Carbon Monoxide Alarm Regulations are by negative resolution and can progress to be enacted after consultation, but the Electrical Safety Standards Regulations will pause due to being draft Affirmative and will await the Assembly being reconvened to be progressed in that forum. It is for that reason that we are asking approval only for Smoke, Heat and Carbon Monoxide Alarm Regulations fixed penalty charge amount at this stage.
11. The consultations are in the form of specific questions relating to the Regulations and guidance notes:

Section 8 – Smoke, heat, and carbon monoxide alarms.

[Consultation on Private Tenancies Act 2022 Section 8 Smoke, Heat and Carbon Monoxide Alarms | Department for Communities \(communities-ni.gov.uk\)](#)

Section 10 – Electrical Safety Standards

<https://consultations.nidirect.gov.uk/dfc/electrical-safety-standards-northern-ireland-202x>

The Smoke, Heat and Carbon Monoxide Alarm Regulations (NI)

The requirements under the above new regulations are as follows:

- There will be a lead in time of 12 months for landlords to comply.
- Landlords will ensure there is a smoke alarm in the room which is most frequently used by the occupants for general daytime living purposes (normally the living room/lounge, except where the room includes an open kitchen) The definition of a room includes an integral garage.
- Landlords will be required to ensure there is a smoke alarm in every circulation space (hall, stairs, landing or corridor) on each storey.
- Landlords will be required to ensure there is a heat alarm in every kitchen.
- Landlords will be required to ensure there is a carbon monoxide alarm installed in any room or circulation space of the dwelling-house which contains a fixed combustion appliance.
- Where the proximity of an open fireplace would make a smoke alarm impracticable, a heat alarm may be fitted.
- Smoke and heat alarms must be interlinked, excluding carbon monoxide alarms;
- Installed alarms which may either be hard wired or battery sealed or a combination of both.

- Smoke and heat alarms must be installed and maintained in accordance with British Standards BS 5839-6(b).
- Carbon monoxide alarms which must be installed and maintained in accordance with British Standards BS 50292(c).
- Battery sealed alarms should be tamper-proof units with long life batteries.
- Where a dwelling-house let under a private tenancy consists of a part of a building, the landlord may be required to position appliances in a part or parts of the building not comprised in the tenancy.

Enforcement of these proposed regulations on a landlord will be via the option of the fixed penalty process, with a maximum penalty of £500 (set by the Council) or a maximum level 4 fine (£2500) imposed by the courts upon conviction.

It is therefore proposed that the fixed penalty level offence is set by the Council at £500.

Electrical Safety Standards Regulations (NI)

The requirements under the above new regulations are as follows.

- There will be a lead in time of 12 months for landlords to comply.
- The Regulations require landlords to have the electrical installations in their properties inspected and tested by a qualified person at an interval of at least every 5 years.
- Supply a copy of this report to the existing tenant within 28 days of the inspection and test.
- Supply a copy of this report to a new tenant before they occupy the premises.
- Supply a copy of this report to any prospective tenant within 28 days of receiving a request for the report.
- Supply the appropriate district council with a copy of this report within 7 days of receiving a written request for a copy.
- Retain a copy of the report to give to the inspector and tester who will undertake the next inspection and test.
- Where the report shows that further investigative or remedial work is necessary, complete this work within 28 days or any shorter period if specified as necessary in the report.
- Supply written confirmation of the completion of the further investigative or remedial works from the electrician to the tenant (and the appropriate district council within 28 days of completion of the works if linked to previous council intervention)
- District councils may, with the consent of the tenant, arrange to carry out remedial work in the following circumstances:
 - If a landlord does not comply with a remedial notice.
 - If the electrical safety inspection report indicates that urgent remedial action is required, and the landlord has not carried out the work within the period specified in the report.
 - The district council can recover the costs incurred.

Enforcement of these proposed regulations will be via the option of the fixed penalty process, with a maximum penalty of £1000 (set by the Council) or a maximum level 5 fine (£5000) imposed by the courts upon conviction.

It is proposed that the fixed penalty level offence amount will be brought to Council at a later date when legislation is due to be enacted.

Appendix 2EH

Consultation on Private Tenancies Act 2022 Section 8 Smoke, Heat and Carbon Monoxide Alarms

Summary

The Regulations relating to Section 8 pertain to the installation of sufficient smoke, heat, and carbon monoxide alarms and aim to reduce the risk of fire related incidents in private rented properties.

Section 4: District Council Environmental Health Officers

The Regulations and Guidance Notes have been attached to the consultation for reference.

1. Did you find the regulations/guidance notes easy to follow with regard to Council enforcement responsibilities?

Yes

2. Is the information regarding the enforcement process correct?

Yes

The Council largely agree the enforcement process is correct and makes the following comments:

- In the absence of provision to issue a notice requiring the landlord to carry out works to repair or provide alarms, the enforcement process commences with the decision to prosecute for the offence under Article 11B(4) or offer discharge of liability of conviction by payment of fixed penalty notice, maximum £500. The Council highlight we will have regard to the General Enforcement Policy in determining the most appropriate course of action.
- With reference to Regulation 4(3), there appears to be typing error. i.e. Landlords must install sufficient alarms as specified in accordance with regulation (1) and (2). Should read regulation 4(1) and 4(2)
- With reference to Guidance point 9.1 and 10.1, there appears to be technical error. The offence is created under 11B(4) of the PTO and not Art 68 (1) which relates to the prosecution of offences including that created under Article 11B(4) for failing to comply with duties under 11B(1)

3. Do you think we have got the landlord and tenant responsibilities right in the Regulations/Guidance?

Yes

Council largely agrees with the responsibilities for each party and acknowledges it is the tenant responsibility to test to ensure in proper working order and report to the landlord.

However, we seek further clarification and guidance regarding Article 11D of the PTO: Landlord's duties: private tenancy of part of a building, ie where a dwelling-house let under a private tenancy consists of a part of a building, the duties imposed on the landlord by Article

11B may require the landlord to position appliances in a part or parts of the building not comprised in the tenancy.

Given there are many incidents of fires in blocks of flats and high-rise buildings with potentially serious consequences, Council seeks clarity either within the regulations and/or guidance in relation to position, numbers, types of alarms required for common parts of buildings and the enforcement process.

4. Is there anything else you would like to add or comment on in respect of the introduction of these new Regulations/Guidance Notes?

Yes

If you have answered YES, please comment below.

- With reference to Guidance point 8.9, the Council seeks further clarification regarding the extra protections considered necessary for flue transferring through bedrooms. It is suggested an example of the circumstances would be appropriate.
- Council highlights the provision of sufficient alarms and the specification of interlinked alarms in private rented properties will be a significant change for landlords. It is acknowledged the specification deviates from the current building control requirement which is to be 'hard wired' however Council agrees the requirement to provide smoke and heat alarms interlinked either hard wired or battery sealed or combination of both is a significant step forward to reduce the risk of fire related incidents.
- It is also highlighted the NIFRS current scheme of installing smoke alarms may not be compliant with the requirements and therefore unable to provide service to the private rented sector.
- The introduction of the Private Tenancies Act provides Councils with new enforcement powers to deal with tenancy issues in the private rented sector. This has increased the duties and demands on the Councils enforcement resource which has already experienced an increase demand on housing and statutory nuisance services over recent years, coupled with competing priorities on other duties with the Environmental Health Department. The Council reiterates the concerns in terms of resources in the absence of no financial support available to assist Councils with these additional powers.
- The Council agrees the regulations should not apply to HMO properties as they are already well regulated. The Department has made it clear the regulations will also not apply to single lets. (Single let arrangements is housing leased from private landlords and used by the Housing Executive to accommodate homeless people. Single-lets' are often managed by large private companies, such as Homecare Independent Living. The company, rather than the landlord, will deal with the resident and the Housing Executive. Residents tend to stay longer in single-lets' than in other types of temporary accommodation.) The Council is not aware of any specific legislation/guidance in relation to single lets and require clarification on how private tenancies provided as emergency housing accommodation by NIHE intend to be regulated. It is our view single lets' should be afforded the same protections and safeguards as private rented and social tenants and avoid creating a two-tier system.

Appendix 3EH

Consultation on Private Tenancies Act 2022 Section 10 Electrical Safety Standards

Summary

The Regulations for Section 10 introduce certified 5-yearly checks of a private rented property's hard-wired electrical installation by a qualified electrician.

Section 4: District Council Environmental Health Officers

The Regulations and Guidance Notes have been attached to the consultation for reference.

1. Did you find the regulations/guidance notes, which explain the enforcement process, easy to follow?

Yes

Council welcomes the mandatory requirement to ensure periodic electrical safety checks in private rental properties conducted by suitably qualified professionals, as currently there is no such legal requirement. This is in contrast with regulation of Houses in Multiple Occupation (HMO's) properties and private rented sector in other jurisdictions.

The Council largely agrees the regulation and guidance clearly sets out the enforcement process and makes the following comments:

- Council considers the regulations clearly set out the duties of private landlords to ensure electrical safety standards are met and set an interval of periodic testing every 5 years by a qualified person, with the first inspection to take place before tenancy commences or by 1st January 2025 if existing tenancy.

The guidance clearly states the electrical standards to be met are set out in the 18th Edition of the Wiring Regulations.

- With regards to Regulation 3(4) and 3(5), Council is of the opinion, upon completion of further investigative or remedial works, this should necessitate a duty to provide a copy of the final 'report' i.e. Minor Electrical Installation Works Certificate (MEIWC) to the tenant and council, as opposed to 'written confirmation'. A **report** (MEIWC) would clearly demonstrate the specific works completed and provide assurances the electrical installation is safe. For example, in the past officers have experienced receipt of scant written notes deeming electricians are safe and meet the standards without evidence to demonstrate the required investigation has been carried out or nature of repairs completed.
- Council considers clarification is required in the guidance with regards to the service of a remedial notice. Regulation 4(1) details the council must serve a remedial notice where there are reasonable grounds to believe the landlord failed to comply with *one or more duties under Regulation 3(1)(a)(b)(c), 3(4), 3(5), 3(6)*. Omitting the duties set out in Regulation 3(3). In contrast the language used in the Guidance, point 8.1, states *"if council believes a landlord is in breach of one or more of their duties set out in the Regulations, they must serve notice."* The guidance should be consistent with the requirements of the regulations. We think the duties contained in Regulation 3(3) should be included, like other duties

specified in Regulation 4(1). This would provide an option to serve a remedial notice, for example, requiring the landlord to supply a copy of report to tenant within 28 days. This would be in addition to the option of prosecution and offering a fixed penalty notice for the offence failing to comply with duty under Regulation 3.

- It is the Council's view the requirement to suspend the remedial notice upon written representation from landlord to allow the council to consider for 7 days and then allow a further 21 days from the date notice upheld, allows for the potential for the process to be delayed, and perhaps could be used to the advantage of the landlord to stall the process, at the detriment of the occupants.

2. Do you agree the process outlined within the Regulations and Guidance is in line with what you currently progress under the Private Tenancies (NI) Order 2006 in respect of enforcement action?

No

If you have answered NO to this question, it would be appreciated if you could comment below on what should be amended.

The Council is already heavily involved in the regulation of the private sector under the legislative framework of the Private Tenancies (NI) Order 2006 (PTO). Officers have considered the proposed enforcement processes in comparison to those within the PTO:

- Under Part III of the Order, the district council may serve a Notice of Unfitness (NOU) or a Notice of Disrepair (NOD) on the *'owner'*, defined as *the person who for the time being receives or is entitled to receive the rent of the dwelling-house or building, whether on his own account or as agent or trustee for any other person.*

In contrast, The Electrical Safety Regulations place the duty on the *'landlord'* and remedial notice to be served on the same. There is no definition of 'landlord' in the regulations or the guidance therefore it is assumed it will be the same as that defined in the Private Tenancies (NI) Order 2006, i.e. *"the landlord" as includes any person from time to time deriving title under the original landlord and also includes, in relation to any dwelling-house, any person other than the tenant who is, or but for Part III of the Rent Order would be, entitled to possession of the dwelling-house;*

It is the Council's view the guidance and/or the regulations should provide clarity on the definition of the landlord for the purpose of enforcement.

- Under Article 26 of the PTO, there is the ability for council to charge for expenses incurred in respect of service of NOU and NOD.

The expenses are those incurred in–

- (a) determining whether to serve the notice,
- (b) identifying the works to be specified in the notice, and
- (c) serving the notice.

It is expected there will be cases that officers will be required to seek the expert advice of a qualified electrician to determine whether to serve a remedial notice and specify the works required. This will be at a cost to the ratepayer. It is the Council's view the regulations should make provision for the ability to charge for enforcement action, similar

to that associated with the service of notices under Part III of the Private Tenancies Order.

- Under Article 27 of PTO there is the provision of powers of entry to persons authorised by council, having given the appropriate notice to the occupier and the owner, for the purpose of survey and examination and for carrying out work in default as required by NOU or NOD. Article 28 also provides an offence for obstruction of an officer under Part III. This differs to Regulation 6, in that there is no power of entry for authorised persons for works in default/urgent works which may be carried out by the council. The council may only carry out works with consent given by the tenant. It is our view; some vulnerable tenants may not consent fearing retaliation eviction by the landlord.
- It is clear within Regulation 5(3) if the landlord is prevented from entering the dwelling by the tenant/s, the landlord will not be considered to have failed to have taken all reasonable steps to comply with the notice solely by reason of a failure to bring legal proceedings to secure entry.

The Council seek clarification on whether Article 12(2) of the PTO is applicable for landlords attempting to secure entry to the dwelling for the purpose of electrical repairs. And if so, the guidance should clearly state if the landlord is expected to utilise this provision to demonstrate reasonable steps have been taken to gain entry to carry out repairs specified in any remedial notice.

- Council highlight there are difficulties encountered following prosecution of offences alongside the continuation of the offence. The regulations differ to the PTO in that there is no process for further prosecution of continuing offence. It is our view this should be included in the regulations to avoid protracted process of serving another remedial notice and going through the entire process again.

3. Do you think there is a step missing that could help you with the Enforcement process (if permissible for us to work in under the powers in the primary legislation)?

Yes

If you have answered YES to this question, please detail below so we can give that consideration.

Within the Regulations, provisions to deal with urgent works are; the discretionary power for council to arrange to carry out works; prosecute the landlord for failing to comply with duties, or; offer discharge of liability to conviction by the payment of Fixed Penalty Notice, maximum £1000

The Council considers it beneficial to make provision to allow councils to require the landlord to arrange urgent inspection/testing in the intervening period of testing and to obtain and supply report to the council, thereafter, following the enforcement process.

It is our view the onus should always be on the landlord to ensure and demonstrate the electrical safety standards are met and installation is safe.

4. If the council has reasonable grounds to serve a remedial notice the tenant should receive a copy as per Regulation 4(4). Do you believe the tenant needs to get a copy of the remedial notice at this stage?

Yes

This is consistent with service of Notice of Unfitness and Notice of Disrepair under Part III of the PTO

5. Is there anything else you would like to add or comment on in respect of the introduction of these new Regulations/Guidance Notes?

Yes

If you have answered YES, please comment below.

- With reference to Regulation 3(3) & 3(4), the Council wishes to acknowledge the demands placed on the industry to produce reports in a timely manner and to carry out remedial works within the specified 28 days. The Department should carefully consider if the specified time periods are practically achievable or what other measures can be taken across other Departments to ensure sufficient trained and qualified persons are available to carry out regular testing and provision of reports.
- It is acknowledged that the necessity of an appropriate lead-in period for all existing tenancies to obtain first inspection. In our view one year is considered reasonable.
- The additional duties placed upon landlords will require appropriate communication by the Department to landlords, agent's and tenants.
- The Council agrees the regulations should not apply to HMO properties as they are already well regulated. The Department has made to clear the regulations will also not apply to single lets. (Single let arrangements is housing leased from private landlords and used by the Housing Executive to accommodate homeless people. Single-lets' are often managed by large private companies, such as Homecare Independent Living. The company, rather than the landlord, will deal with the resident and the Housing Executive. Residents tend to stay longer in single-lets' than in other types of temporary accommodation.) The Council is not aware of any specific legislation/guidance in relation to single lets and require clarification on how private tenancies provided as emergency housing accommodation by NIHE intend to be regulated. It is our view single lets should be afforded the same protections and safeguards as private rented and social tenants and avoid creating a two-tier system.
- The Council seeks clarification and guidance how the regulations apply to common parts of buildings, outside flats etc.
- To avoid any misinterpretation, the Council suggests the guidance should be clear that an ECIR is the minimum standard required and expected.
- The introduction of the Private Tenancies Act provides Councils with new enforcement powers to deal with tenancy issues in the private rented sector. This has increased the duties and demands on the Councils enforcement resource which has already experienced an increase demand on housing and statutory nuisance services over recent years, coupled with competing priorities on other duties with the Environmental Health Department. The Council reiterates the concerns in terms of resources in the absence of no financial support available to assist Councils with these additional powers.
- The Council request the Department provide or arrange for the training of council officers prior to the commencement of the regulations.



Committee:	Environment & Sustainability
Date:	6 th December 2023
Report from:	Head of Service (Acting) - Environmental Health

CONFIDENTIAL REPORT

Reason why the report is confidential:	Information relating to the financial or business affairs of any particular person (including the Council holding that information).
When will the report become available:	The report can be made available upon ratification, however, Appendix 1 will remain confidential.
When will a redacted report become available:	N/A
The report will never become available:	N/A

Item for:	Decision
Subject:	Christmas Car Parking

1.0	<p><u>Background and Key Issues</u></p> <ol style="list-style-type: none"> 1. Further to queries raised by Members at the Environment and Sustainability Committee and to the Regeneration and Growth Committee in October 2023, and November Council meeting, this report provides clarity around a previous minute and additional financial information and feedback from businesses for Members' reference in advance of consideration of extending free of charge car parking in January. 2. At the meeting of Environmental Services Committee in November 2022, Members agreed to offer free car parking within the Council Off Street Car Parks in Lisburn City Centre and Royal Hillsborough on each Saturday in December 2022 and to establish this as an annual concession as part of the Council's support of local business. However, Members proposed a number of additional actions to be progressed by Officers as part of this approval. Appendix 1 Confidential refers. 3. Members will note the ambiguity between Part A & Part D. 4. Officers interpretation of the minute was that Part D (Part d approval - in order to obtain baseline evidence this year arising from the provision of free car parking on Saturdays in December, Officers endeavour through the Council's Economic Development Unit and Lisburn City Centre team): is in addition to the approval of providing free off street car parking each Saturday in Lisburn City Centre, and Royal Hillsborough on each Saturday in December 2022 and establish this as an annual concession as part of the Councils support of local business (Part a approval - the offer of free car parking in Lisburn City Centre and Royal Hillsborough on each Saturday in December, as outlined in the report circulated, be approved)
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5. In order to remove any ambiguity from interpretation of the November 2022 minute, confirmation (and retrospective agreement if required) is sought to provide free of charge off street car parking each Saturday within the Council Off Street Car Parks in Lisburn City Centre and Royal Hillsborough as an annual concession for each Saturday in December as part of the Council's support of local business.
6. This annual concession for 2023/24 commenced on Saturday 2nd December.
7. In addition to the December offering, it is also proposed that free of charge off street car parking be agreed for each Saturday in January 2024 (4 Saturday's (6, 13, 20 & 27/01/24)). This is to allow the necessary engagement and evidence gathering to take place with car park users and local businesses to influence any longer term consideration in advance of the 2025/26 rate setting process. A report outlining the financial implications would be presented to the Committee later in 2024.
- 8.

2.0 **Recommendation**

It is recommended that Members:-

- a. Confirm agreement to free of charge off street car parking each Saturday in December, each year, in Lisburn City Centre and Royal Hillsborough.
- b. Agree to free of charge off street carparking on Saturdays in January in Lisburn City Centre and Royal Hillsborough with officers reporting back to a later meeting of the ESC regarding baseline evidence that local businesses benefit from this additional offering.

3.0 **Finance and Resource Implications**

If free car parking is to be provided in January 2024, and based on last year's income levels, it is expected that a reduction in car parking income of an estimated £25,000 will be realised for January 2024.

4.0 **Equality/Good Relations and Rural Needs Impact Assessments**

4.1	Has an equality and good relations screening been carried out?	Yes
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4.2	Brief summary of the key issues identified and proposed mitigating actions or rationale why the screening was not carried out	
	An Equality and Good Relations Screening has been carried out and is attached as Appendix2 Confidential .	

4.3	Has a Rural Needs Impact Assessment (RNIA) been completed?	Yes
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4.4	Brief summary of the key issues identified and proposed mitigating actions or rationale why the screening was not carried out.	
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Lisburn & Castlereagh City Council

Section 75 Equality and Good Relations Screening Template (Oct 2022)

Part 1. Information about the activity/policy/project being screened

FREE OFF STREET PARKING DECEMBER AND JANUARY

Name of the activity/policy/project

Provision of free Saturday parking for Christmas shopping.

Is this activity/policy/project – an existing one, a revised one, a new one?

Free Saturday parking in December is an existing policy.
Free Saturday parking during January is an existing activity.

What are the intended aims/outcomes the activity/policy/project is trying to achieve?

The activity is to encourage footfall within the City Centre and provide economic support for local businesses during the Christmas season.

Who is the activity/policy/project targeted at and who will benefit? Are there any expected benefits for specific Section 75 categories/groups from this activity/policy/project? If so, please explain.

The project is not targeting any specific Section 75 groups and we do not expect any benefit to any particular category over another.

Who initiated or developed the activity/policy/project?

The activity is being presented to Environment and Sustainability Committee Members as a potential opportunity over the Christmas period.

Who owns and who implements the activity/policy/project?

The Project is implemented by the Council's Environmental Health Service. Lisburn & Castlereagh City Council owns the project.

Are there any factors which could contribute to/detract from the intended aim/outcome of the activity/policy/project?

No

Who are the internal and external stakeholders (actual or potential) that the activity/policy/project will impact upon? Delete if not applicable

Staff - Additional management of contract required by LCCC staff to amend current procedures

Service users - Free car parking during dates listed in December and January.

Other policies/strategies/plans with a bearing on this activity/policy/project

N/A

Name of policy/strategy/plan	Who owns or implements?

Available evidence

What evidence/information (qualitative and quantitative) have you gathered or considered to inform this activity/policy? Specify details for each Section 75 category.

Not relevant

Most up to date NISRA population data from Census 2021 (published 22/09/22)

Lisburn and Castlereagh Census Data

Section 75 Category	Details of evidence/information
Religious Belief	
Political Opinion	
Racial Group	
Age	
Marital Status	
Sexual Orientation	
Men & Women Generally	
Disability	
People with and without Dependants	

Needs, experiences and priorities

Taking into account the information referred to above, what are the different needs, experiences and priorities of each of the following categories, in relation to the particular activity/policy/decision? Specify details for each of the Section 75 categories.

Section 75 Category	Details of needs/experiences/priorities
Religious Belief	Enforcement will be similar across all groups.
Political Opinion	Enforcement will be similar across all groups.
Racial Group	Enforcement will be similar across all groups.
Age	Enforcement will be similar across all groups.
Marital Status	Enforcement will be similar across all groups.
Sexual Orientation	Enforcement will be similar across all groups.
Men & Women Generally	Enforcement will be similar across all groups.
Disability	Enforcement will be similar across all groups.
People with and without Dependants	Enforcement will be similar across all groups.

Part 2. Screening questions

1 What is the likely impact on equality of opportunity for those affected by this activity/policy, for each of the Section 75 equality categories

Section 75 Category	Details of likely impact – will it be positive or negative? If none anticipated, say none	Level of impact - major or minor* - see guidance below
Religious Belief	None	
Political Opinion	None	
Racial Group	None	
Age	None	
Marital Status	None	
Sexual Orientation	None	
Men & Women Generally	None	
Disability	None	
People with and without Dependants	None	

* See Appendix 1 for details.

2(a) Are there opportunities to better promote equality of opportunity for people within the Section 75 equality categories?

Section 75 Category	IF Yes, provide details	If No, provide details
Religious Belief		No opportunities identified in relation to this project/activity for any of these groups.
Political Opinion		No opportunities identified in relation to this project/activity for any of these groups.
Racial Group		No opportunities identified in relation to this project/activity for any of these groups.
Age		No opportunities identified in relation to this project/activity for any of these groups.
Marital Status		No opportunities identified in relation to this project/activity for any of these groups.
Sexual Orientation		No opportunities identified in relation to this project/activity for any of these groups.
Men & Women Generally		No opportunities identified in relation to this project/activity for any of these groups.
Disability		No opportunities identified in relation to this project/activity for any of these groups.

People with and without Dependants		No opportunities identified in relation to this project/activity for any of these groups.
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Equality Action Plan 2021-2025 [new question]

Does the activity/policy/project being screened relate to an action in the Equality Action Plan 2021-2025?

No

2(b) DDA Disability Duties (see Disability Action Plan 2021-2025) [new]

Does this policy/activity present opportunities to contribute to the actions in our Disability Action Plan:

- to promote positive attitudes towards disabled people?
- to encourage the participation of disabled people in public life?

No

3 To what extent is the activity/policy/project likely to impact on good relations between people of different religious belief, political opinion or racial group?

[

Good Relations Category	Details of likely impact. Will it be positive or negative? [if no specific impact identified, say none]	Level of impact – minor/major*
Religious Belief	None	
Political Opinion	None	
Racial Group	None	

*See Appendix 1 for details.

4 Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?

Good Relations Category	IF Yes, provide details	If No, provide details
Religious Belief		No as this about free off street carparking , no impact on good relations
Political Opinion		No as this about free off street carparking , no impact on good relations
Racial Group		No as this about free off street carparking , no impact on good relations

Multiple identity

Provide details of any data on the impact of the activity/policy/project on people with multiple identities. Specify relevant Section 75 categories concerned.

Part 3. Screening decision/outcome

Equality and good relations screening is used to identify whether there is a need to carry out a **full equality impact assessment** on a proposed policy or project. There are 3 possible outcomes:

- 1) **Screen out** - no need for a full equality impact assessment and no mitigations required because no relevance to equality, no negative impacts identified or only very minor positive impacts for all groups. This may be the case for a purely technical policy for example.
- 2) **Screen out with mitigation** - no need for a full equality impact assessment but some minor potential impacts or opportunities to better promote equality and/or good relations identified, so mitigations appropriate. Much of our activity will probably fall into this category.
- 3) **Screen in for full equality impact assessment** – potential for significant and/or potentially negative impact identified for one or more groups so proposal requires a more detailed impact assessment. [See Equality Commission guidance on justifying a screening decision.]

Choose only one of these and provide reasons for your decision and ensure evidence is noted/referenced for any decision reached.

Screening Decision/Outcome	Reasons/Evidence
Option 1 Screen out – no equality impact assessment and no mitigation required [go to Monitoring section]	No EI assessment required as the no negative impacts identified
Option 2 Screen out with mitigation – some potential impacts identified but they can be addressed with appropriate mitigation or some opportunities to better promote equality and/or good relations identified [complete mitigation section below]	

<p>Option 3 Screen in for a full Equality Impact Assessment (EQIA) [If option 3, complete timetabling and prioritising section below]</p>	
--	--

Can the activity/policy/project plan be amended or an alternative activity/policy introduced to better promote equality of opportunity and/or good relations?

No

If so, give the **reasons** to support your decision, together with the proposed changes/amendments or alternative activity/policy and ensure the mitigations are included in a revised/updated policy or plan.

Timetabling and prioritising for full EQIA (only relevant to Option 3)

Not applicable

If the activity/policy has been '**screened in**' for full equality impact assessment, give details of any factors to be considered and the next steps for progressing the EQIA, including a proposed timetable.

Is the activity/policy affected by timetables established by other relevant public authorities? Yes/No. If yes, please provide details.

No

Part 4. Monitoring

Two elements to monitoring:

- 1) **Monitoring the activity generally as part of normal review and evaluation or service improvement**
- 2) **Monitoring by equality category.**

Public authorities should consider the guidance contained in the Commission's Monitoring Guidance for Use by Public Authorities (July 2007).

Effective monitoring will help a public authority identify any future adverse impact arising from the activity/policy which may lead the public authority to conduct an equality impact assessment, as well as help with future planning and activity/policy development.

What will be monitored and how? What specific equality monitoring will be done? Who will undertake and sign-off the monitoring of this activity/policy and on what frequency? Please give details:

Part 5 - Approval and authorisation [\[insert names and job title\]](#)

	Position/Job Title	Date
Screened by: Sally Courtney	Environmental Health, Risk and Emergency Planning HOS (Acting)	22/11/2023
Reviewed by: Greg Bowkett	HOS Human Resources	22/11/2023
Approved by: Richard Harvey	DES (Acting)	22/11/2023

Note: On completion of the screening exercise, a copy of the completed Screening Report should be:

- approved and 'signed off' by a senior manager responsible for the activity/policy
- included with Committee reports, as appropriate
- sent to the Equality Officer for the quarterly screening report to consultees, internal reporting and publishing on the LCCC website
- shared with relevant colleagues
- made available to the public on request.

Evidence and documents referenced in the screening report should also be available if requested.

Appendix 1 – Equality Commission guidance on equality impact

*Major impact:

- a) The policy/project is significant in terms of its strategic importance;
- b) Potential equality matters are unknown, because, for example, there is insufficient data upon which to make an assessment or because they are complex, and it would be appropriate to conduct an equality impact assessment in order to better assess them;

- c) Potential equality and/or good relations impacts are likely to be adverse or are likely to be experienced disproportionately by groups of people including those who are marginalised or disadvantaged;
- d) Further assessment offers a valuable way to examine the evidence and develop recommendations in respect of a policy about which there are concerns amongst affected individuals and representative groups, for example in respect of multiple identities;
- e) The policy is likely to be challenged by way of judicial review;
- f) The policy is significant in terms of expenditure.

Minor impact

- a) The policy is not unlawfully discriminatory and any residual potential impacts on people are judged to be negligible;
- b) The policy, or certain proposals within it, are potentially unlawfully discriminatory, but this possibility can readily and easily be eliminated by making appropriate changes to the policy or by adopting appropriate mitigating measures;
- c) Any asymmetrical equality impacts caused by the policy are intentional because they are specifically designed to promote equality of opportunity for particular groups of disadvantaged people;
- d) By amending the policy there are better opportunities to better promote equality of opportunity and/or good relations.

No impact (none)

- a) The policy has no relevance to equality of opportunity or good relations;
- b) The policy is purely technical in nature and will have no bearing in terms of its likely impact on equality of opportunity or good relations for people within the equality and good relations categories.

Updated Template @ Oct 2022

Appendix I - Rural Needs Impact Assessment (RNIA) Template

SECTION 1 - Defining the activity subject to Section 1(1) of the Rural Needs Act (NI) 2016

1A. Name of Public Authority.

Lisburn & Castlereagh City Council

1B. Please provide a short title which describes the activity being undertaken by the Public Authority that is subject to Section 1(1) of the Rural Needs Act (NI) 2016.

Free Xmas parking in Off Street Car parks on all Saturdays in January

1C. Please indicate which category the activity specified in Section 1B above relates to.

Developing a	Policy <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input type="checkbox"/>
Adopting a	Policy <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input type="checkbox"/>
Implementing a	Policy <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input type="checkbox"/>
Revising a	Policy <input type="checkbox"/>	Strategy <input type="checkbox"/>	<input type="checkbox"/>
Plan Designing a Public Service	<input type="checkbox"/>		
Delivering a Public Service	<input checked="" type="checkbox"/>		

1D. Please provide the official title (if any) of the Policy, Strategy, Plan or Public Service document or initiative relating to the category indicated in Section 1C above.

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1E. Please provide details of the aims and/or objectives of the Policy, Strategy, Plan or Public Service.

Proposal ; The purpose of the initiative is to encourage increased footfall from shoppers subsequent to Christmas. The free car parking is promoted as part of the wider City Centre Christmas campaign and Light Festival promotions and has been carried out for last two years.

1F. What definition of 'rural' is the Public Authority using in respect of the Policy, Strategy, Plan or Public Service?

Population Settlements of less than 5,000 (Default definition).	<input type="checkbox"/>
Other Definition (Provide details and the rationale below).	<input type="checkbox"/>
A definition of 'rural' is not applicable.	<input checked="" type="checkbox"/>

Details of alternative definition of 'rural' used.

Rationale for using alternative definition of 'rural'.

Reasons why a definition of 'rural' is not applicable.

N/A Off street car parks are only located in Lisburn and Royal Hillsborough

Continued from page 3.

SECTION 2 - Understanding the impact of the Policy, Strategy, Plan or Public Service

2A. Is the Policy, Strategy, Plan or Public Service likely to impact on people in rural areas?

Yes No If the response is **NO** GO TO Section **2E**.

2B. Please explain how the Policy, Strategy, Plan or Public Service is likely to impact on people in rural areas.

People from rural areas are more likely to drive and therefore will benefit more from free car parking

2C. If the Policy, Strategy, Plan or Public Service is likely to impact on people in rural areas differently from people in urban areas, please explain how it is likely to impact on people in rural areas differently.

People from rural areas are more likely to drive to reach nearby shopping areas and therefore will benefit more from free car parking provided by this initiative.

2D. Please indicate which of the following rural policy areas the Policy, Strategy, Plan or Public Service is likely to primarily impact on.

Rural Businesses	<input checked="" type="checkbox"/>
Rural Tourism	<input type="checkbox"/>
Rural Housing	<input type="checkbox"/>
Jobs or Employment in Rural Areas	<input type="checkbox"/>
Education or Training in Rural Areas	<input type="checkbox"/>
Broadband or Mobile Communications in Rural Areas	<input type="checkbox"/>
Transport Services or Infrastructure in Rural Areas	<input checked="" type="checkbox"/>
Health or Social Care Services in Rural Areas	<input type="checkbox"/>
Poverty in Rural Areas	<input type="checkbox"/>
Deprivation in Rural Areas	<input type="checkbox"/>
Rural Crime or Community Safety	<input type="checkbox"/>
Rural Development	<input type="checkbox"/>
Agri-Environment	<input type="checkbox"/>
Other (Please state)	<input type="text"/>

If the response to Section 2A was YES GO TO Section 3A.

2E. Please explain why the Policy, Strategy, Plan or Public Service is NOT likely to impact on people in rural areas.

SECTION 3 - Identifying the Social and Economic Needs of Persons in Rural Areas

3A. Has the Public Authority taken steps to identify the social and economic needs of people in rural areas that are relevant to the Policy, Strategy, Plan or Public Service?

Yes No If the response is **NO** GO TO Section **3E**.

3B. Please indicate which of the following methods or information sources were used by the Public Authority to identify the social and economic needs of people in rural areas.

Consultation with Rural Stakeholders	<input type="checkbox"/>	Published Statistics	<input type="checkbox"/>
Consultation with Other Organisations	<input type="checkbox"/>	Research Papers	<input type="checkbox"/>
Surveys or Questionnaires	<input type="checkbox"/>	Other Publications	<input type="checkbox"/>
Other Methods or Information Sources (include details in Question 3C below).			<input type="checkbox"/>

3C. Please provide details of the methods and information sources used to identify the social and economic needs of people in rural areas including relevant dates, names of organisations, titles of publications, website references, details of surveys or consultations undertaken etc.

3D. Please provide details of the social and economic needs of people in rural areas which have been identified by the Public Authority?

If the response to Section 3A was YES GO TO Section 4A.

3E. Please explain why no steps were taken by the Public Authority to identify the social and economic needs of people in rural areas?

All off street car parking will be free regardless of location and will be available to all. This is a temporary measure available during December and January only and is not part of any wider or long term project.

SECTION 4 - Considering the Social and Economic Needs of Persons in Rural Areas

4A. Please provide details of the issues considered in relation to the social and economic needs of people in rural areas.

All off street car parking will be free regardless of location and will be available to all.

SECTION 5 - Influencing the Policy, Strategy, Plan or Public Service

5A. Has the development, adoption, implementation or revising of the Policy, Strategy or Plan, or the design or delivery of the Public Service, been influenced by the rural needs identified?

Yes No If the response is **NO GO TO Section 5C.**

5B. Please explain how the development, adoption, implementation or revising of the Policy, Strategy or Plan, or the design or delivery of the Public Service, has been influenced by the rural needs identified.

If the response to Section **5A** was **YES GO TO Section 6A.**

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5C. Please explain why the development, adoption, implementation or revising of the Policy, Strategy or Plan, or the design or the delivery of the Public Service, has NOT been influenced by the rural needs identified.

N/A

SECTION 6 - Documenting and Recording

6A. Please tick below to confirm that the RNIA Template will be retained by the Public Authority and relevant information on the Section 1 activity compiled in accordance with paragraph 6.7 of the guidance.

I confirm that the RNIA Template will be retained and relevant information compiled.

Rural Needs Impact Assessment undertaken by:	Donal McLaughlin
Position/Grade:	Env Health Manager
Division/Branch	Lisburn and Castlereagh City Council
Signature:	
Date:	6th Oct 2023
Rural Needs Impact Assessment approved by:	Sally Courtney
Position/Grade:	HOS Env Health
Division/Branch:	Lisburn and Castlereagh City Council
Signature:	
Date:	

Committee:	Environment & Sustainability Committee
Date:	6th December 2023
Report from:	Acting Director of Environmental Services

CONFIDENTIAL REPORT

Reason why the report is confidential:	Information relating to the financial or business affairs of any particular person (including the Council holding that information).
When will the report become available:	-
When will a redacted report become available:	<i>Redacted report available following Council approval</i>
The report will never become available:	-

Item for:	Decision
Subject:	Tender for the provision of a haulage service for residual and green wastes from Council Household Recycling Centres (Ref STA23/24-023)

1.0	<p><u>Background and Key Issues</u></p> <p>1. The service is for collection and transportation of residual and green wastes from Council Household Recycling Centres to specified delivery locations.</p> <p>2. Tender T22/23-052 for the haulage of residual and green wastes from Council Household Recycling Centres was advertised with a closing date of 25th August 2023 and an anticipated contract commencement date of 1st October 2023. However, [REDACTED] it was not possible to select a suitable bid from those received and the tender was abandoned.</p> <p>3. To enable further market engagement and a review of tender documents before the tender is re-advertised, it has been necessary to extend the current contract with R&M Greenkeeper Ltd, Unit C1, Kilcronagh Business Park, Cookstown, Co Tyrone, BT80 9HG, for 6 months commencing 1st October 2023 to 31st March 2024 – the current contract having expired on 30th September 2023. Current contract rates will be increased [REDACTED] for the duration of the 6 months contract. The 6 months contract is necessary to ensure continuity of service provision and no disruption to services.</p> <p>4. The Single Tender Action approach was taken in consultation with the Council's Procurement Section to ensure compliance with the Procurement Regulations. In line with the Accounting Manual and to ensure compliance with the Public Contracts Regulations, a STA report was prepared in consultation with the Procurement Section clearly setting out the reasons for the STA. During the process, and where applicable, the provisions of the European Procurement Regulations were taken into account.</p>
2.0	<p><u>Recommendation</u></p> <p>It is recommended that Members retrospectively approve the award of the tender to R&M Greenkeeper Ltd for the period 1 October 2023 to 31 March 2024, pending the outcome of a new procurement exercise.</p>
3.0	<p><u>Finance and Resource Implications</u></p>

	Provision has been made with current revenue estimates.	
4.0	<u>Equality/Good Relations and Rural Needs Impact Assessments</u>	
4.1	Has an equality and good relations screening been carried out?	Yes
4.2	Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out It is considered that there will be no adverse effects from the provision of the service on any equality group.	
4.3	Has a Rural Needs Impact Assessment (RNIA) been completed?	No
4.4	Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out. This is considered not relevant to the service.	

Appendices:	None
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Committee:	Environment & Sustainability Committee
Date:	6th December 2023
Report from:	Acting Director of Environmental Services

CONFIDENTIAL REPORT

Reason why the report is confidential:	Information relating to the financial or business affairs of any particular person (including the Council holding that information).
When will the report become available:	<i>Following Council approval</i>
When will a redacted report become available:	-
The report will never become available:	-

Item for:	Decision
Subject:	Tender for the collection, transportation, recycling and/or recovery of mattresses from Council Household Recycling Centres (STA23/24-026)

1.0	<p><u>Background and Key Issues</u></p> <p>1.The service is for collection, transportation, processing and treatment of mattresses from Council Household Recycling Centres, the service having been provided by Ulster Supported Learning Limited (USEL), Cambria Street, Belfast, BT13 3JH, since 1st April 2020 with the contract expiring on 30 September 2023. At the time of tendering USEL were the sole tenderer – no other submissions having been received.</p> <p>2.To enable the completion of a new procurement exercise, USEL have agreed to maintain the current contract rate for 6 months (1st October 2023 to 31st March 2024) with the new procurement exercise to be undertaken during this time. The 6 months contract will ensure continuity of service provision with mattresses continuing to be diverted from landfill.</p> <p>3. The Single Tender Action (STA) approach was taken in consultation with the Council's Procurement Section to ensure compliance with the Procurement Regulations. In line with the Accounting Manual and to ensure compliance with the Public Contracts Regulations, a STA report was prepared in consultation with the Procurement Section clearly setting out the reasons for the STA. During the process, and where applicable, the provisions of the European Procurement Regulations were taken into account.</p>
2.0	<p><u>Recommendation</u></p> <p>It is recommended that Members retrospectively approve the award of the tender to Ulster Supported Learning Limited (USEL) for the period 1 October 2023 to 31 March 2024, pending the outcome of a new procurement exercise..</p>
3.0	<p><u>Finance and Resource Implications</u></p> <p>Provision has been made with current revenue estimates.</p>
4.0	<p><u>Equality/Good Relations and Rural Needs Impact Assessments</u></p>

4.1	Has an equality and good relations screening been carried out?	Yes
4.2	Brief summary of the key issues identified and proposed mitigating actions or rationale why the screening was not carried out It is considered that there will be no adverse effects from the provision of the service on any equality group.	
4.3	Has a Rural Needs Impact Assessment (RNIA) been completed?	No
4.4	Brief summary of the key issues identified and proposed mitigating actions or rationale why the screening was not carried out. This is considered not relevant to the service.	

Appendices:	None
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Committee:	Environment & Sustainability
Date:	6 th December 2023
Report from:	Director of Environmental Services (Acting)

CONFIDENTIAL REPORT

Reason why the report is confidential:	Information relating to the financial or business affairs of any particular person (including the Council holding that information).
When will the report become available:	Following ratification by Council.
When will a redacted report become available:	Not Applicable.
The report will never become available:	Not Applicable.

Item for:	Decision
Subject:	Flooding – Support for Businesses

1.0	<p><u>Background and Key Issues</u></p> <ol style="list-style-type: none"> 1. During heavy rainfall from Sunday 27th October 2023 to Saturday 4th November 2023 areas within Lisburn and Castlereagh City were severely flooded. 2. Following a small number of enquiries, a financial support package was opened on 20th November 2023 aimed at providing assistance to businesses in the area impacted by the recent flooding. 3. The Scheme, which is operated by the Department for the Economy and administered by Lisburn & Castlereagh City Council, was open to receive applications until 5.00pm on 30th November 2023. 4. The purpose of the Scheme is to help re-establish the affected businesses as soon as is practicably possible. To provide support for clean-up costs and/or resilience measures, a one-off payment of £7,500 will be made to eligible businesses that have been flooded. 5. To be deemed eligible, a business must have been occupied/trading on the date of the flooding incident and be formally registered and paying the appropriate rates to Land and Property Services (LPS). In addition, a business must also be trading as a small and medium-sized enterprise (SME) and plan to reopen its doors in due course. 6. A total of 10 businesses submitted an enquiry to the Environmental Health Service Unit (EHSU) and following initial contact with all the businesses, 4 formal written applications were received before the deadline of 5.00pm on 30th November 2023. 7. Officers from Lisburn & Castlereagh City Council EHSU carried out an inspection of each business. Following this assessment, 2 of the businesses are considered to have been flooded within the context of this support package. 8. Upon confirmation that the eligibility criteria has been met, payments will be made by the Council to the business and recouped from the Department for the Economy.
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2.0	<u>Recommendation</u>	
	It is recommended that Members approve the payment of £7,500 to each of the 2 businesses deemed to be eligible and for the Council to recoup these support payments from the Department for the Economy.	
3.0	<u>Finance and Resource Implications</u>	
	No financial implications for the Council as costs are fully recoverable from the Department for the Economy.	
4.0	<u>Equality/Good Relations and Rural Needs Impact Assessments</u>	
4.1	Has an equality and good relations screening been carried out?	No
4.2	Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out The Council will only administer the Scheme, Screening will be carried out by the Department for the Economy.	
4.3	Has a Rural Needs Impact Assessment (RNIA) been completed?	No
4.4	Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out. The Council will only administer the Scheme, Rural Needs Impact Assessment will be carried out by the Department for the Economy.	

Appendices:	None.
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