

## **THE STRATEGIC WASTE BOARD**

Wednesday, 5 December 2007

11.30 am, Clarence Court, Belfast

### **MINUTES**

Present:

Arlene Foster MLA	Minister of the Environment (Chair)
Paul Simpson	Department of the Environment Deputy Secretary Local Government and Environmental Policy
Wesley Shannon	Department of the Environment Director Climate Change and Waste Management Division
Dr Roy Ramsay	Director, Environmental Protection, Environment & Heritage Service
Ronnie Jordan	Department of Agriculture and Rural Development, Central Policy Group
Graeme Hutchinson	Department of Enterprise, Trade and Investment, Economic Policy Unit
Anthony McKay	Planning Service
Martin Darcy	Strategic Investment Board
Graham Byrne	Operational Director, Southern Waste Management Partnership (SWaMP)
John Briggs	Acting Chief Executive, Armagh City and District Council. (SWaMP)
Councillor Francie Molloy	Chairman, SWaMP, Dungannon and South Tyrone Borough Council
John Quinn	Chief Executive, arc21
Alderman Hubert Nicholl	Chairman, arc21 Joint Committee, Ballymena Borough Council
Councillor Winston Fulton	Deputy Chairman, arc21 Joint Committee, Larne Borough Council
Eamon Molloy	Development Officer, North West Region Waste Management Group (NWRWMG)

Councillor Robert McPherson	Coleraine Borough Council
Councillor Patrick Groogan	Magherafelt District Council
Councillor Shaun Gallagher	Chair of NILGA Waste Working Group, Derry City Council (Vice Chair)
Councillor Sean McGuigan	Vice Chair of NILGA Waste Working Group Dungannon and South Tyrone Borough Council
Secretariat:	Bernie Conlon, PEPG Karen McCambley, NILGA Andy McClenaghan, NILGA
In attendance:	Stuart McDougall, PEPG Keith Patterson, WRAP

## 1. Welcome and Introductions

## Action

The Minister welcomed all members of the SWB to the meeting.

## 2. Communications Framework Report

The Minister suggested bringing forward Agenda Item 5 (Communications Framework Report) to the start of the meeting. She welcomed Keith Patterson, ROTATE Adviser to the meeting and invited him to make his presentation to the Board.

A hard copy of Keith's presentation entitled "Developing a Waste Communications Campaign Framework for Northern Ireland" was handed out to members at this juncture.

Keith provided background on stakeholder research undertaken; key delivery mechanisms; and the key recommendations flowing from the Corporate Culture Report. He then answered questions posed by members.

In discussion, the following points were made:

- (i) local government members feel that the brand (Recycle Now) does not have the high base level of recognition required;
- (ii) there is a need to create one compelling, unified campaign identity personalised to Northern Ireland. The message delivered by government to all sectors must be consistent;
- (iii) comments on the Corporate Culture report are due back from the Learning and Communication Forum (LCF) by 14 December. WRAP have received no comments from the Forum to date;
- (iv) the public need to feel they have ownership of the process and the education sector has a role to play here. Local government suggest a schools' competition be held to develop suitable

- iconography for Northern Ireland.
- (v) Local Government would like to see adequate resources provided for forthcoming communications programmes and the development of suitable branding iconography.

It was agreed that:

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| (i) the suggestion of a schools' competition to develop local iconography should be brought to the LCF for their consideration;   | DOE to notify LCF of members suggestion       |
| (ii) When the scoping exercise being undertaken by Deloitte and Touche is completed and all LCF comments have been received and fully considered a further meeting of the Forum will be arranged. | DOE to arrange future meeting date of the LCF |

The Minister thanked Keith for his presentation. Mr Patterson then left the meeting.

### **3. Apologies**

Apologies were received from John McMillen (OFMDFM), Doreen Brown (DRD), John Cole (DHSSPS), Anthony Carleton (DCAL), Tim Walker (TAG), Philip Irwin (DFP) and David Ferguson (DOE Planning Service). Anthony McKay attended on Mr Ferguson's behalf.

### **4. Minutes of Previous Meeting**

The Minutes of the previous meeting were agreed.

### **5. Matters Arising**

#### **(5.1) Independent Board Members**

In discussion, the following points were made:

- (i) The selection panel met on 30 November 2007 and had chosen 8 applicants for interview from the 12 applications received. Interviews are being held on 17 and 18 December 2007.
- (ii) Independent board members would be appointed by February 2008.

#### **(5.2) PPP/PFI Vires**

In discussion, the following points were made:

- (i) DOE has held meetings with the three Waste Management Groups and taken legal advice on this matter;
- (ii) in order to have the legislation in place by March/April 2009 DOE will need to seek approval to progress it through the Assembly by accelerated procedure. As this procedure cuts out the Committee Stage of the scrutiny process, the Environment Committee will be asked for their agreement on introducing the legislation by this means. The Minister hoped

that Committee agreement would be forthcoming because of environmental considerations and European time constraints.

It was agreed that:

- (i) An update paper on the department's progress on the issue of waste management - procurement vires will be presented at the next Board meeting. DOE to present paper on waste management – procurement vires at the next Board meeting.

## 6. Governance Proposals - Paper SWB 1 (4/2007)

A revised Governance Proposals Paper had been circulated to members reflecting comments received from arc21 and discussions at the Programme Delivery Support Unit Steering Group meeting of 28 November 2007.

In discussion, the following points were made:

- (i) this was a complex programme and a robust framework was needed to ensure its delivery;
- (ii) the proposed Waste Programme Steering Group (WPSG) will have responsibility for ensuring the delivery of the Waste Management Strategy. The Group will be accountable to the Strategic Waste Board. Members were asked to note the additional functions included for the Group at Para 1.3 of the paper;
- (iii) Councillor Molloy suggested that there should be some elected representatives on the WPSG. The Minister indicated that the Department would be willing to consider any proposals brought forward by local government;
- (iv) it is proposed, subject to the Minister's agreement, to replace the suggested PDSU Management Committee with a Waste Infrastructure Project Board (WIPB). This Board would concentrate on the waste infrastructure strand of the Strategy and would be accountable to the WPSG. Membership would include Paul Simpson (as Senior Responsible Owner (SRO) for the Waste Management Strategy), Chief Officer of each WMG, Alan McVicker (Director of PDSU) and a representative from SIB. The Board would initially meet fortnightly and deal with business cases, procurement and legislation issues. It is open for discussion as to whether any elected representatives should be members;
- (v) the publication of any annual report from SWB should follow sustainable practices. The use of departmental website to disseminate the report should be utilised;
- (vi) local government would like to see the waste infrastructure strand of the Strategy strengthened in the proposals. An operational group like the WIPB is required and would be supported;
- (vii) Local Government is concerned regarding the draft Deloitte report's assessment of programme risks relating to possible inability to identify resources and skillsets in house to take forward implementation of the Strategy. Local Government would like to see skills needed for strategy implementation to

be developed in house by both central and local government rather than outsourced from consultancies;

- (viii) The Department recognises that resourcing implementation is a risk area. All government departments are being asked to identify efficiency savings. PEPG are currently reviewing their business plan for the next three years and will be agreeing priorities with the Minister. The Waste Management Strategy, because of environmental considerations and infraction risks, will be a leading priority;
- (ix) a mandate is required to make stakeholders accountable to SWB and WPSG. Proposals should be drawn up and presented to the NI Executive for their endorsement and subsequent direction to departments to co-operate with SWB in the implementation of the Waste Management Strategy.

It was agreed that:

- (i) the governance proposals paper should reflect the numbers of elected members and officers from NILGA and each Waste Management Group on the Strategic Waste Board; DOE will update Governance proposals paper to reflect NILGA and WMG membership
- (ii) local government to bring a proposals paper to the next SWB meeting on the issue of elected representatives being part of the WPSG and the WIPB; Local government to bring paper to next SWB meeting on the issue of elected members on WPSG and WIPB
- (iii) the Minister said she would take a paper to the NI Executive on the need for buy-in from government and external stakeholders; DOE to draft paper for issue to NI Executive seeking cross-departmental co-operation on implementation of the Waste Management Strategy
- (iv) subject to local government proposals on elected membership of WPSG and WIPB, the Board is content with the governance arrangements outlined in the draft Paper.

The Vice Chair at this point in the meeting asked to place on record his and his colleagues appreciation of the Minister's achievement in securing funding for waste infrastructure.

The Minister thanked the Vice Chair for his comments. She said she was very pleased with the outcome and expressed thanks to her officials who had worked so hard to bring this to a satisfactory conclusion.

## **7. Update on Learning and Communication - Paper SWB 2(4/2007)**

The Department will bring forward a paper to the next SWB meeting outlining the comments received from LCF on the Corporate Culture report.

It was agreed that:

- (i) DOE will produce a paper for members' discussion at the next DOE to update

Board meeting.

members on LCF  
comments on  
Corporate Culture  
report at next SWB  
meeting

**8. Any Other Business**  
No matters raised.

**9. Date and Venue for next meeting**  
The next meeting will be held in Ballymena in January 2008.

Secretariat to  
circulate  
arrangements.