



May 1st, 2026

Chairperson: Alderman O Gawith

Vice-Chairperson: Councillor S Burns

Aldermen: J Baird, S Skillen

Councillors: J Bamford, D Bassett, P Catney, A Givan, A Gowan, G Hynds, C McCready, B Magee, M McKeever, R McLernon, N Parker

Ex Officio:

The Right Worshipful the Mayor, Alderman A Grehan

Deputy Mayor, Alderman H Legge

Notice Of Meeting

A meeting of the Environment and Sustainability Committee will be held on **Wednesday, 6th May 2026 at 6:00 pm** for the transaction of the undernoted Agenda.

Hot Buffet will be available in Lighters from 5.15pm for Committee Members.

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)

📄 *Disclosure of Interests form Sept 24.pdf*

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3.0 Report by the Director of Environmental Services

3.1 Community Resilience Sandbag Protocol

For Noting

📄 *Item 3.1 - Community Resilience Sandbag Protocol REPORT.pdf*

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📄 *Item 3.1 - Appendix 1 Sandbag Management Protocol.pdf*

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📄 *Item 3.1 - Appendix 2 Sandbag Locations.pdf*

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📄 *Item 3.1 - Appendix 3 Flood Risk Map.pdf*

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📄 *Item 3.1 - Appendix 4 - RNIA for Sandbag Protocol.pdf*

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📄 *Item 3.1 - Appendix 5 - Equality Screening - Sandbag Management Protocol.pdf*

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

4.1 Consultation - General Safety Requirement for Construction Products

For Decision

📄 *Item 4.1 Consultation on the General Safety Requirements for Construction Products REPORT.pdf*

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📄 *Item 4.1 Appendix 1 EH - General Safety Requirements for Construction Products Draft Response.pdf*

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4.2 Consultation - Construction Products White Paper Reform

For Decision

📄 *Item 4.2 Consultation on Construction Products White Paper Reform REPORT.pdf*

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| Item 4.2 Appendix 2 EH Construction Products White Paper Reform Draft Response - amended.pdf | Page 46 |
| 4.3 Consultation - Responses - Request for Delegated Authority <i>For Decision</i> | |
| Item 4.3 Consultation Responses Delegated Authority (f).pdf | Page 53 |
| 4.4 Consultation - Solid Fuel Burning - Taking Action to Reduce Fine Particulate Matter and Smoke Emissions <i>For Decision</i> | |
| Item 4.4 EH - Consultation on Solid Fuel Burning Response.pdf | Page 55 |
| Item 4.4 Appendix 3 EH - Solid Fuel Burning Consultation Information document.pdf | Page 57 |
| Item 4.4 Appendix 4 EH - Solid Fuel Burning Consultation Officer Response.pdf | Page 72 |
| 4.5 Annual Review of The Landlord Registration Scheme Since Transfer to LCCC <i>For Noting</i> | |
| Item 4.5 Report - Landlord Registration Scheme Annual Review - amended.pdf | Page 79 |
| Item 4.5 Appendix 5 EH - Landlord Registration Scheme 2026-2027 Annual Return Final - amended.pdf | Page 83 |
| Item 4.5 Appendix 6 EH - Landlord Registration Scheme Forward Work Plan.pdf | Page 87 |
| 4.6 The Landlord Registration Scheme Regulations (Northern Ireland) 2026 <i>For Decision</i> | |
| Item 4.6 Report - Landlord Regulations Scheme Amendments Consultation (f).pdf | Page 88 |
| Item 4.6 Appendix 7 EH - Proposed Landlord Registration Scheme Amendments (1).pdf | Page 90 |
| Item 4.6 Appendix 8 EH - Guidance on the LRS Regulations 2026 (1).pdf | Page 96 |
| Item 4.6 Appendix 9 EH - Screening Documentation LRS Regulations Amendments (1).pdf | Page 112 |
| Item 4.6 Appendix 10 EH - LRS amendments Draft Consultation Response.pdf | Page 129 |

5.0 Confidential Report from the Director of Environmental Services

5.1 Kerbside Collection Services

For Decision

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6.0 Confidential Report from the Head of Service (Waste Management and Operational Services)

6.1 DAERA Collaborative Change Programme for Redevelopment of Carryduff Housing Recycling Centre

For Decision

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6.2 CSD Roof and Wall Repairs - Tender Evaluation Criteria

For Decision

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7.0 Any Other Business

LISBURN & CASTLEREAGH CITY COUNCIL

MEMBERS DISCLOSURE OF INTERESTS

1. Pecuniary Interests

The Northern Ireland Local Government Code of Conduct for Councillors under Section 6 requires you to declare at the relevant meeting any pecuniary interest that you may have in any matter coming before any meeting of your Council.

Pecuniary (or financial) interests are those where the decision to be taken could financially benefit or financially disadvantage either you or a member of your close family. A member of your close family is defined as at least your spouse, live-in partner, parent, child, brother, sister and the spouses of any of these. Members may wish to be more prudent by extending that list to include grandparents, uncles, aunts, nephews, nieces or even close friends.

This information will be recorded in a Statutory Register. On such matters **you must not speak or vote**. Subject to the provisions of Sections 6.5 to 6.11 of the Code, if such a matter is to be discussed by your Council, **you must withdraw from the meeting whilst that matter is being discussed**.

2. Private or Personal Non-Pecuniary Interests

In addition you must also declare any significant private or personal non-pecuniary interest in a matter arising at a Council meeting (please see also Sections 5.2 and 5.6 and 5.8 of the Code).

Significant private or personal non-pecuniary (membership) interests are those which do not financially benefit or financially disadvantage you or a member of your close family directly, but nonetheless, so significant that could be considered as being likely to influence your decision.

Subject to the provisions of Sections 6.5 to 6.11 of the Code, you must declare this interest as soon as it becomes apparent and **you must withdraw from any Council meeting (including committee or sub-committee meetings) when this matter is being discussed**.

In respect of each of these, please complete the form below as necessary.

Pecuniary Interests

Meeting (Council or Committee - please specify and name):

Date of Meeting: _____

Item(s) in which you must declare an interest (please specify item number from report):

Nature of Pecuniary Interest:

Private or Personal Non-Pecuniary Interests

Meeting (Council or Committee - please specify and name):

Date of Meeting: _____

Item(s) in which you must declare an interest (please specify item number from report):

Nature of Private or Personal Non-Pecuniary Interest:

Name:

Address:

Signed:

Date:

| | |
|--|--|
| | |
|--|--|

*If you have any queries please contact David Burns, Chief Executive,
Lisburn & Castlereagh City Council*



| | |
|---------------------|----------------------------------------|
| Meeting: | Environment & Sustainability Committee |
| Date: | 6 May 2026 |
| Report from: | Director of Environmental Services |

| | |
|------------------|---------------------------------------|
| Item for: | Noting |
| Subject: | Community Resilience Sandbag Protocol |

| | |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.0 | <u>Background and Key Issues</u> |
| 1.1 | This report outlines Lisburn & Castlereagh City Council’s (LCCC) operational approach for supporting community resilience. This includes the process for assessing, providing, and maintaining sandbag resources, in line with guidance from the Regional Community Resilience Group (RCRG). |
| 1.2 | <p>The RCRG, established in 2013, provides a multi-agency coordination mechanism for delivery of the Community Resilience Programme across Northern Ireland. Its core purpose is to:</p> <ul style="list-style-type: none"> • Develop consistent approaches to community engagement and resilience activities. • Enable coordinated planning and preparation so communities can respond effectively during emergency incidents. • Support pre-identified communities to enhance preparedness, response, and recovery capabilities. |
| 1.3 | RCRG membership includes DfI Rivers, Local Government (Regional Officer, Resilience Managers and Officers), Council EPOs, PSNI, NIFRS, Red Cross, NIHE, NIE Networks, DfI Roads, NIW, PHA, the Met Office, Consumer Council, MOD, Education Authority, DAERA, and Climate NI. |
| 1.4 | <p>Through RCRG guidance, communities gain improved understanding of:</p> <ul style="list-style-type: none"> • Local flood risks. • The limitations of government response during extreme events. |
| 1.5 | <p>This enables communities to take appropriate self-help measures, including using sandbags stored locally in designated, suitable locations. This approach:</p> <ul style="list-style-type: none"> • Reduces pressure on government resources during severe events. • Ensures resources can be prioritised where most required. • Recognises that communities are likely to be first responders. |
| 1.6 | Note: Community Resilience does not replace statutory emergency response. It provides an additional support layer for at-risk communities. |
| 2.0 | <u>Additional Provision by LCCC</u> |
| 2.1 | <p>Lisburn & Castlereagh City Council recognises its responsibility to:</p> <ul style="list-style-type: none"> • Provide civic leadership |

- Protect community safety and welfare
- Mitigate impacts of emergencies and support recovery

| | |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2.2 | <p>To enhance community preparedness, LCCC:</p> <ul style="list-style-type: none"> • Collaborates with partner agencies at operational and strategic levels • Supports proactive emergency planning • Procured storage containers and sandbags to resource community distribution points. |
| 3.0 | <p><u>Sandbag Protocol</u></p> |
| 3.1 | <p>The Council will activate a newly developed Sandbag Management Protocol (Appendix I) upon receipt of a yellow medium-impact rain warning.</p> |
| 3.2 | <p>Appendix 2 details the provider, location, capacity, and access arrangements for all current sandbag provision. Locations highlighted in red indicate sites that are still being progressed, with suitability assessments ongoing to confirm exact positioning of community distribution points. Locations have been identified based on Dfl eligibility and historic flood data, (Appendix 3) Flood Risk Map.</p> |
| 3.3 | <p>As an interim measure, in the event that an adverse weather warning for rainfall is issued before bunkers are in situ, the working assumption will be that upon receipt of the warning, the Assets Unit with the support of Waste Management & Op Services and Parks & Amenities will deploy a pallet of 200 No sandbags to distribution points previously identified during Storm Chandra. These areas will also be the permanent locations for 2 No newly installed sandbag bunkers with storage capacity for 200 sandbags:</p> <ul style="list-style-type: none"> • Glenavy – to be confirmed • Hillsborough - Hillsborough Village Centre Community Centre • Aberdelghy Golf Course • Lisburn City Centre - Lagan Valley Leisureplex • Carryduff - Lough Moss Leisure Centre • Anahilt – adjacent to playpark beside bring bank |
| 3.4 | <p>Council constructed a concrete plinth for 2 No sandbag containers at Anahilt and Dfl has already installed these. Dfl will undertake any ongoing maintenance and filling of the containers at this location.</p> |
| 4.0 | <p><u>Recommendations</u></p> <p>It is recommended that the committee notes:</p> <ul style="list-style-type: none"> • the operational approach outlined in this paper and in Appendix I • the prioritisation methodology for sandbag allocation • this council's additional preparedness measures and Severe Weather Protocol activation threshold. |
| 5.0 | <p><u>Finance and Resource Implications</u></p> |
| 5.1 | <p>Appendix I identifies the resources required to support the provision of sandbags.</p> |
| 5.2 | <p>Based on the assumption of a sand bunker housing 200 sandbags per location, as identified in Appendix 2, the total material cost across all five identified community distribution points is calculated as follows:</p> |

| | | |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------|-----|
| 5.3 | 5 locations × £286 = £1430.00 One off cost of 10 No sandbag bunkers = £6,000 | |
| 5.4 | This figure represents the total cost of materials and bunker provision. Staff costs associated with servicing of sandbags will be absorbed. | |
| 6.0 | <u>Equality/Good Relations and Rural Needs Impact Assessments</u> | |
| 6.1 | Has an equality and good relations screening been carried out? | Yes |
| 6.2 | Brief summary of the key issues identified and proposed mitigating actions or rationale why the screening was not carried out | |
| 6.3 | Has a Rural Needs Impact Assessment (RNIA) been completed? | Yes |
| 6.4 | Brief summary of the key issues identified and proposed mitigating actions or rationale why the screening was not carried out. | |

| | |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Appendices: | <p>Appendix 1 - Sandbag Management Protocol</p> <p>Appendix 2 - Sandbag Locations</p> <p>Appendix 3 - Flood Risk Map</p> <p>Appendix 4 - Rural Needs Impact Assessment</p> <p>Appendix 5 - Equality Screening</p> |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Sandbag Management Protocol

1. Purpose

To outline the coordinated actions required across Emergency Planning, EMT, Assets, Waste and Operational Services & Parks & Amenities to ensure the effective preparation, maintenance and deployment of sandbags and associated resources during severe weather events.

2. Scope

This protocol applies to all council services involved in monitoring weather risks, preparing sandbag resources and responding to weather-related emergencies.

3. Roles and Responsibilities

3.1 *Emergency Planning*

- Monitor all Met Office Weather Warnings and maintain situational awareness.
- Notify the EMT and relevant departments when warnings escalate or conditions deteriorate.

3.2 *Emergency Management Team (EMT)*

- Convene the EMT upon receipt of a *Yellow Medium Impact* Met Office Weather Warning.
- Place Waste Management & Operational Services and Parks & Amenities staff on standby to support Assets with:
 - Restocking sandbags
 - Filling sandbags
 - Moving supplies
 - Preparing and replenishing container/bunker stock at the Council Depot and Community distribution points
 - Maintain oversight of all preparatory actions and ensure adequate staffing and resourcing for potential deployment

3.3 Assets

- Inspect and maintain all council-owned sandbag containers / bunkers, ensuring:
 - Structural integrity
 - Accessibility
 - Lighting and safety systems (e.g.PIR lights)
 - Clear labelling and inventory control

- Maintain a stock of up to 200 No. sandbags at each of the following community distribution points:
 - Carryduff
 - Aberdelghy Golf Club
 - Lagan Valley LeisurePlex (LVLP)
 - Hillsborough
 - Glenavy

- Maintain stock at the Central Services Depot consisting of:
 - 120 filled sandbags (4 tonne of sand) for council asset protection
 - 4 tonnes of sand and corresponding unfilled sandbags for:
 - Community distribution
 - Continued replenishment during emergencies

- Coordinate Waste & Operational Services & Parks & Amenities staff to meet deployment requirements, including:
 - Allocation of staff teams
 - Allocation of stock
 - Prioritisation of delivery locations
 - Provide a record of all deployment activity and usage of sandbags via the Daily Sit Rep reporting mechanism

3.4 Waste & Operational Services & Parks & Amenities

- Provide operational support to Assets through:
 - Filling sandbags using sand hoppers
 - Transporting filled sandbags to required sites

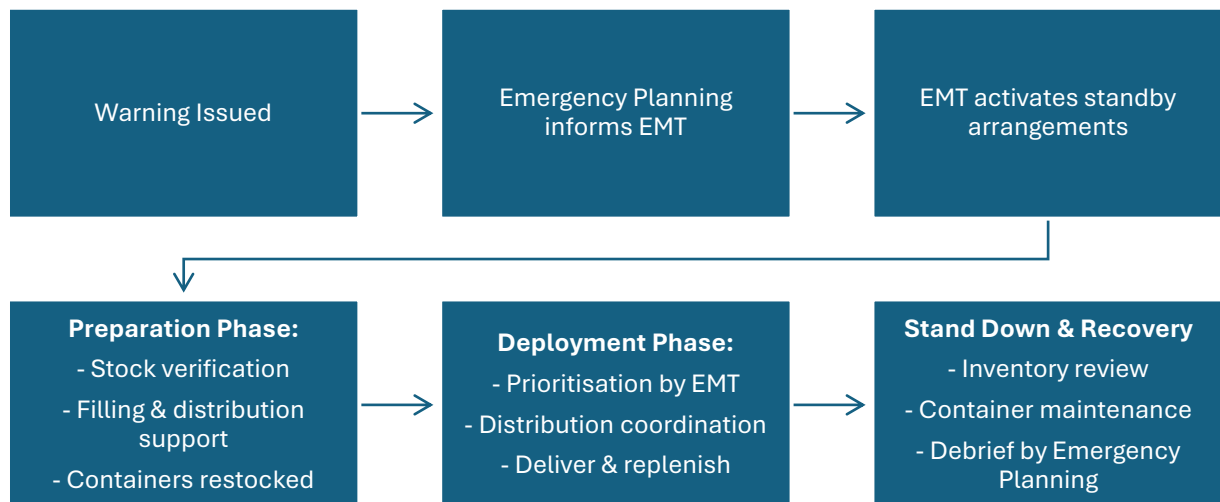


- Restocking sandbags at community distribution points and council sandbag containers
- Assisting with manual handling and movement of sandbags during deployment operations
- Ensure availability of trained staff when placed on standby by EMT

4. Activation Triggers

| | Trigger | Required Action |
|--|-------------------------------------------|---------------------------------------------------------------------------------------------|
| | Met Office Yellow – Medium Impact Warning | EMT convenes; staff placed on standby; Assets begin container checks and stock verification |
| | Escalation to Amber or Red | Full operational deployment; prioritisation of at-risk council and community locations |
| | | |

5. Operational Process Overview



6. Record Keeping

- Assets to maintain updated stock inventories for each location.
- EMT to document activation, decisions, and deployment actions.

Appendix II Sandbag Locations

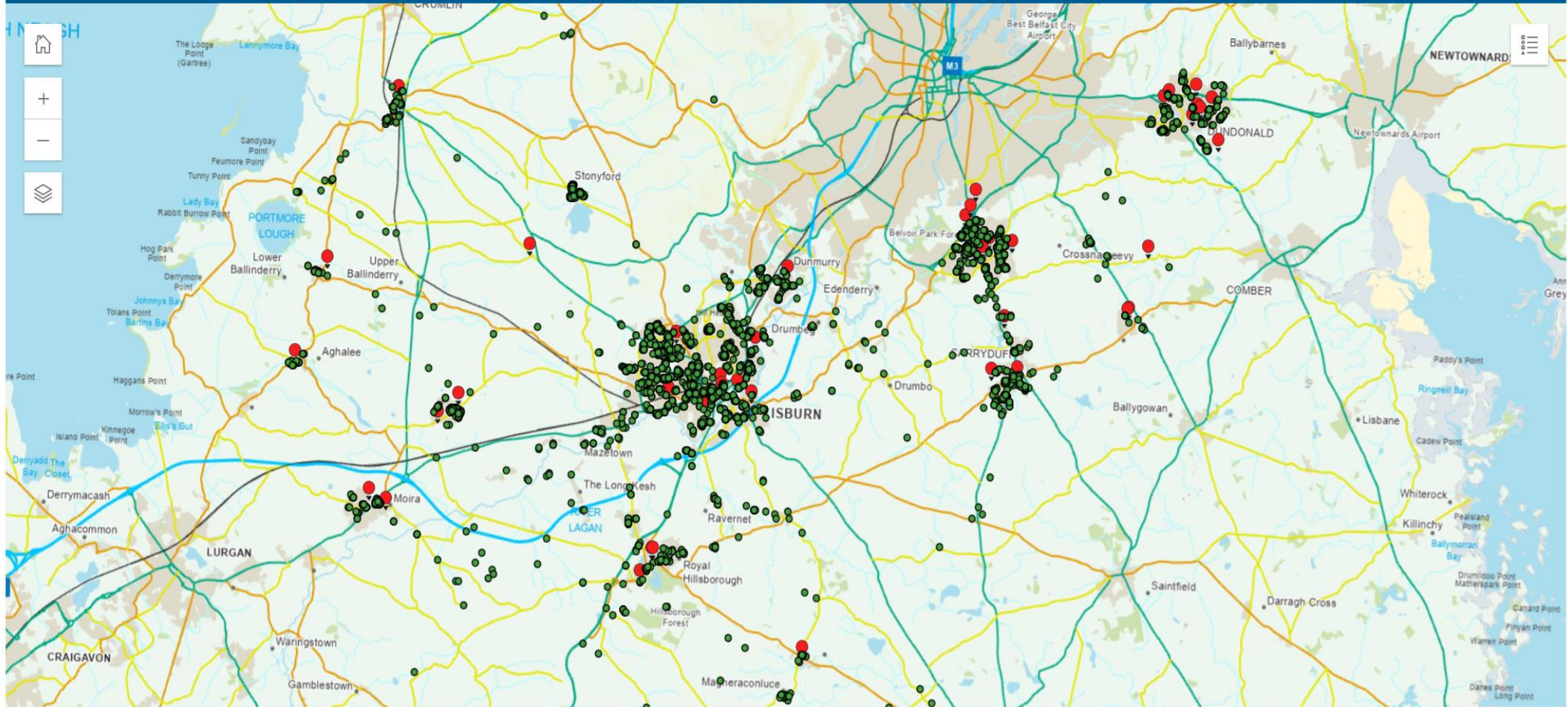
9

| Source | Location description | Capacity | Public Access | Access Arrangements |
|------------|--------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|---------------|--------------------------|
| Dfl Rivers | Dromara Community Centre 28A Hillsborough Road Dromara BT25 2BL | 800 | Yes | Combination lock |
| Dfl Rivers | Adjacent to 3 Church Hill Gardens Dromara | 100 | Yes | Combination lock |
| Dfl Rivers | Ravarnet House Lisburn | 4000 | No | Through Dfl Rivers Depot |
| Dfl Rivers | Lambeg Sluice Gate Compound Lisburn | 100 | No | Area staff access |
| Dfl Rivers | Dunlady Road Dundonald BT16 1TT | 800 | Yes | Combination lock |
| Dfl Rivers | Park Avenue Dundonald | 100 | Yes | Combination lock |
| Dfl Roads | Sprucefield Lisburn BT27 5QY | 2000 | No | |
| LCCC | Central Services Depot | 2 No Containers 4 Tonne Sand 120 Filled Sandbags 1800 Unfilled Sandbags 2 Sandhoppers | No | Area staff access |
| LCCC | Glenmore Activity Centre | 100 | No | Combination lock |
| Dfl Rivers | Anahilt | 200 | Yes | Combination lock |
| LCCC | Loughmoss Leisure Centre, Carryduff | 200 | Yes | Combination lock |
| LCCC | Aberdelghy Golf Club | 200 | Yes | Combination lock |
| LCCC | LVLP | 200 | Yes | Combination lock |
| LCCC | Hillsborough – Location TBC with Assets | 200 | Yes | Combination lock |
| LCCC | Glenavy – Location TBC with Assets | 200 | Yes | Combination lock |

Areas highlighted in red – currently being progressed.

Emergency Centres / Flood Risk Areas

Flood Risk Map



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.

Sandbag Management Protocol

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

| | | | |
|-----------------------------|---------------------------------|----------------------------------------------|-------------------------------|
| Developing a | Policy <input type="checkbox"/> | Strategy <input checked="" 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"/> | Plan <input type="checkbox"/> |
| Designing a Public Service | <input type="checkbox"/> | | |
| Delivering a Public Service | <input 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.

Sandbag Management Protocol

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

This protocol has been produced to outline the coordinated actions required across Emergency Planning, EMT, Assets, and Operational Services & Parks & Amenities to ensure the effective preparation, maintenance and deployment of sandbags and associated resources during severe weather events.

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). Other Definition (Provide details and the rationale below). A definition of 'rural' is not applicable. *Details of alternative definition of 'rural' used.*

N/A

Rationale for using alternative definition of 'rural'.

N/A

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

N/A

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.

The rural areas within the identified community distribution points will benefit from the effectiveness, timeliness, and geographic distribution of sandbag deployment due to rural areas potentially facing additional challenges such as remoteness, limited infrastructure, and longer response times.

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.

Rural areas are more likely to be impacted from severe weather events and face additional challenges such as remoteness, limited infrastructure and longer response times. The protocol acknowledges these challenges providing access to resources, communication of support and equitable provision of services during severe weather events.

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 checked="" 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 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 checked="" type="checkbox"/> | Published Statistics | <input type="checkbox"/> |
| Consultation with Other Organisations | <input checked="" 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 checked="" 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.

Department for Communities Scheme of Emergency Financial Assistance has been referred to identify hotspot flooding areas and indicate where provision is required.

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

Support pre-identified communities to enhance preparedness, response, and recovery capabilities.

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?

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.

Support pre-identified communities to enhance preparedness, response, and recovery capabilities.

This enables communities to take appropriate self-help measures, including using sandbags stored locally in designated, suitable locations. This approach:

- Reduces pressure on government resources during severe events.
- Ensures resources can be prioritised where most required.

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.

This protocol outlines the operational approach for supporting community resilience and for assessing, providing, and maintaining sandbag resources.

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

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: | Samantha Rice |
| Position/Grade: | Lead Resilience Officer |
| Division/Branch | Environmental Services |
| Signature: | <i>S. Rice</i> |
| Date: | 15/04/26 |
| Rural Needs Impact Assessment approved by: | |
| Position/Grade: | |
| Division/Branch: | |
| Signature: | |
| Date: | |

Lisburn & Castlereagh City Council

Section 75 Equality and Good Relations Screening

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

Sandbag Management Protocol

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

New Protocol

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

To outline the coordinated actions required across Emergency Planning, EMT, Assets, and Operational Services & Parks & Amenities to ensure the effective preparation, maintenance and deployment of sandbags and associated resources during severe weather events.

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.

This protocol applies to all council services involved in monitoring weather risks, preparing sandbag resources and responding to weather-related emergencies. The wider community will benefit indirectly through a more coordinated and effective emergency response.

No specific or targeted benefits for particular Section 75 categories have been identified.

Who initiated or developed the activity/policy/project?

Environmental Health, Risk & Emergency Planning.

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

Environmental Health, Risk & Emergency Planning are the owners, there is a responsibility for implementation with all service units and Emergency Management Team as outlined in the protocol.

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

No

If yes, give brief details of any significant factors.

N/A

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

Staff

The protocol will impact on a very limited number of staff who will be involved in the effective preparation, maintenance and deployment of sandbags and associated resources during severe weather events.

The protocol clearly outlines the roles & responsibilities of the Emergency Management Team and associated Services Units.

Service Users

Community Distribution Points.

Other public sector organisations

None

Voluntary/community/trade unions

Trade Unions will be consulted with and receive copies of the protocol.

Other

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

None

Available evidence

The Environmental Health, Risk & Emergency Planning unit routinely review existing policies and procedures.

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

Internal employee data. Internal Section 75 monitoring data held on staff is currently limited; however, it is anticipated that the development of the new HR system will improve the quality and completeness of this information over time.

| Section 75 Category | Details of evidence/information |
|---------------------|----------------------------------------------------------------------------------------------------------------|
| Religious Belief | Protestant – 63.9% Roman Catholic – 23.5% Non-determined – 12.6% |
| Political Opinion | No relevant information |
| Racial Group | Indian – 0.1% Other – 0.4% Unknown – 15.4% White – 84.2% |
| Age | <18 years – 1.3% 18-25 – 15.8% 26-35 – 14.3% 36-45 – 22.3% 46-55 – 24.7% 56+ - 21.5% |
| Marital Status | Married/Civil Partnership – 39.2% Divorced/Separate 3.2% Single – 41.4% Widow 0.2% Unknown – 16.0% |

| | |
|------------------------------------|----------------------------------------------------------------------|
| Sexual Orientation | LGBTQ – 1.1% Heterosexual – 25.7% Unknown – 73.2% |
| Men & Women Generally | Male – 54.6% Female – 45.4% |
| Disability | Declared disability – 0.66% |
| People with and without Dependants | Have dependants – 22.1% No dependants – 35.4% Unknown – 42.5 % |

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 | . No specific or significantly different needs, experiences or priorities have been identified across the Section 75 categories in relation to this protocol. Any individual requirements (for example, in relation to disability, caring responsibilities or working patterns) will continue to be managed in line with existing employment policies and procedures, including reasonable adjustments where appropriate. |
| Political Opinion | |
| Racial Group | |
| Age | |
| Marital Status | |
| Sexual Orientation | |
| Men & Women Generally | |
| Disability | |

| | |
|------------------------------------|--|
| People with and without Dependants | |
|------------------------------------|--|

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 | No differential adverse impact on equality of opportunity has been identified across the Section 75 categories. The protocol applies equally to all relevant staff and will be implemented in line with existing employment policies and procedures. | |
| Political Opinion | | |
| Racial Group | | |
| Age | | |
| Marital Status | | |
| Sexual Orientation | | |
| Men & Women Generally | | |
| Disability | | |
| People with and without Dependants | | |

* 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 | Given the limited and operational nature of the protocol, there are minimal opportunities to further promote equality of opportunity. However, equality will continue to be supported through the fair and | |
| Political Opinion | | |
| Racial Group | | |
| Age | | |

| | |
|------------------------------------|------------------------------------------------------------------------|
| Marital Status | consistent application of existing employment policies and procedures. |
| Sexual Orientation | |
| Men & Women Generally | |
| Disability | |
| People with and without Dependents | |

Equality Action Plan 2021-2025

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)

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

*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 | | |

| | | |
|-------------------|--|-----------------------------------------------------------------------------------|
| Political Opinion | | No – there is no direct impact of the protocol on relations between these groups. |
| Racial Group | | |

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.

No specific data has been identified on impacts for people with multiple Section 75 identities. Given the limited, operational nature of the protocol, no differential impact has been identified. The Council will continue to monitor implementation and consider any emerging issues, including overlapping characteristics such as age, disability, gender and caring responsibilities, in line with existing policies and procedures.**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 |
|----------------------------|------------------|
|----------------------------|------------------|

| | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Option 1</p> <p>Screen out – no equality impact assessment and no mitigation required [go to Monitoring section]</p> | <p>No differential adverse impact has been identified across the Section 75 categories, responsibilities will be assigned and carried out in line with existing operational procedures and employment policies. The protocol is operational in nature and is intended to support an effective emergency response for the benefit of the wider community. It will be implemented in a fair and consistent manner, and any equality issues arising will be monitored as part of ongoing review.</p> |
| <p>Option 2</p> <p>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> | |
| <p>Option 3</p> <p>Screen in for a full Equality Impact Assessment (EQIA)</p> <p>[If option 3, complete timetabling and prioritising section below]</p> | |

Mitigation (Only relevant to Option 2)

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

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)

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? No. If yes, please provide details.

Part 4. Monitoring

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:

Policies are monitored continuously for compliance with changes in legal/statutory requirements. Feedback and lessons learned from cases, and those using the policy is also recorded and considered as part of the normal review process.

Part 5 - Approval and authorisation

| | Position/Job Title | Date |
|------------------------------------|---------------------------|-------------|
| Screened by: Samantha Rice | Lead Resilience Officer | 14/04/2026 |
| Reviewed by: Annie Wilson | Equality Officer | 16/04/2026 |
| Approved by: Richard Harvey | Head of Service | 17/04/2026 |

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

| | |
|---------------------|---------------------------------------------------------------------|
| Committee: | Environment & Sustainability |
| Date: | 6 May 2026 |
| Report from: | Head of Service - Environmental Health, Risk and Emergency Planning |

| | |
|------------------|-----------------------------------------------------------------------------|
| Item for: | Decision |
| Subject: | Consultation Document: General Safety Requirement for Construction Products |

| | |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.0 | <u>Background and Key Issues</u> |
| 1.1 | The Environmental Health, Risk and Emergency Planning Service Unit is responsible for the enforcement of Construction Products Regulations and is responding to this consultation specifically regarding its legal remit. |
| 1.2 | In February 2025, the Government accepted the findings and recommendations of the Grenfell Tower fire Inquiry and is committed to implementing comprehensive reforms to construction products regulation. |
| 1.3 | The Inquiry concluded that current methods for testing, certification, and marketing of construction products are not fit for purpose, resulting in a significant proportion of products operating outside the current regulatory regime and presenting potential risks to public safety. |
| 1.4 | This Consultation compliments the reforms to construction products regulation detailed in the Construction Products white paper reform. It sets out the introduction of a proportionate risk-based General Safety Requirement (GSR) which will operate alongside UK construction products regulation and require that construction products placed on the UK market are safe. This will provide reassurance to consumers and residents and will give confidence to developers and the sector as a whole that the products they use are safe. |
| 1.5 | Key proposals include: <ul style="list-style-type: none"> • Mandatory risk assessment for construction products • Enhanced product information requirements • Improved labelling and traceability arrangements • Strengthened record keeping obligations • Requirements relating to storage and transportation • Clear statutory obligations for importers and distributors (including merchants): • Duties to monitor and respond to emerging safety issues |
| 1.6 | Enforcement will be strengthened through enhanced powers for the national regulator for construction products, including market surveillance, investigatory powers, and proportionate intervention measures such as suspension, recall, and prohibition. Councils will also be provided with these powers to complement the role of the national regulator. |
| 1.7 | Sanctions will include civil monetary penalties, cost recovery provisions, and criminal offences for serious breaches of the overarching safety duty, supported by a clear appeals process to ensure fairness and proportionality. |

| | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| <p>1.8</p> <p>1.9</p> <p>1.10</p> | <p>The draft Consultation response (attached as Appendix 1 EH for Members' consideration) has been developed collaboratively with Consumer Safety Officers from all 11 Northern Ireland councils.</p> <p>At the Environment & Sustainability Committee meeting held on 1 April 2026, it was agreed to seek Council approval for delegated authority to the May meeting of this committee. This will ensure that it is submitted prior to the closing date of 20 May 2026.</p> <p>An email was circulated to Committee Members on 2 April 2026 inviting comments by 9 April 2026 that could be incorporated into a final Council response.</p> | | |
| <p>2.0</p> | <p><u>Recommendation</u></p> <p>It is recommended that the committee:</p> <ul style="list-style-type: none"> • approves the attached response, thereby enabling the Council to respond to this consultation before the closing date of 20 May 2026. | | |
| <p>3.0</p> | <p><u>Finance and Resource Implications</u></p> <p>It is unknown at this stage whether financial support will be provided to support Councils market surveillance activities of construction products.</p> | | |
| <p>4.0</p> | <p><u>Equality/Good Relations and Rural Needs Impact Assessments</u></p> | | |
| <p>4.1</p> | <table border="1"> <tr> <td data-bbox="207 1198 1252 1299"> <p>Has an equality and good relations screening been carried out?</p> </td> <td data-bbox="1252 1198 1490 1299"> <p>No</p> </td> </tr> </table> | <p>Has an equality and good relations screening been carried out?</p> | <p>No</p> |
| <p>Has an equality and good relations screening been carried out?</p> | <p>No</p> | | |
| <p>4.2</p> | <table border="1"> <tr> <td data-bbox="207 1299 1252 1467"> <p>Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out.</p> <p>Third Party / Central Government Legislation / Consultation</p> </td> <td data-bbox="1252 1299 1490 1467"></td> </tr> </table> | <p>Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out.</p> <p>Third Party / Central Government Legislation / Consultation</p> | |
| <p>Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out.</p> <p>Third Party / Central Government Legislation / Consultation</p> | | | |
| <p>4.3</p> | <table border="1"> <tr> <td data-bbox="207 1467 1252 1568"> <p>Has a Rural Needs Impact Assessment (RNIA) been completed?</p> </td> <td data-bbox="1252 1467 1490 1568"> <p>No</p> </td> </tr> </table> | <p>Has a Rural Needs Impact Assessment (RNIA) been completed?</p> | <p>No</p> |
| <p>Has a Rural Needs Impact Assessment (RNIA) been completed?</p> | <p>No</p> | | |
| <p>4.4</p> | <table border="1"> <tr> <td data-bbox="207 1568 1252 1731"> <p>Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out.</p> <p>Third Party / Central Government Legislation / Consultation</p> </td> <td data-bbox="1252 1568 1490 1731"></td> </tr> </table> | <p>Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out.</p> <p>Third Party / Central Government Legislation / Consultation</p> | |
| <p>Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out.</p> <p>Third Party / Central Government Legislation / Consultation</p> | | | |

| | |
|---------------------------|-----------------------------------------------------------|
| <p>Appendices:</p> | <p>Appendix 1 EH – Draft Consultation Response</p> |
|---------------------------|-----------------------------------------------------------|

DRAFT CONSULTATION RESPONSE

Consultation on the General Safety Requirements for Construction Products

Question 1: Do you agree that previously used products should be regulated in the same way as new products, unless the exemption applies?

| |
|-----------------------------------|
| Agree |
| Disagree |
| Neither agree nor disagree |
| Don't know |

Please explain your answer and include any changes you would make to the proposals.

Councils support regulating previously used construction products in the same way as new products, except where a clear exemption applies. Re-use markets are expanding, and many high-quality products can be safely and effectively reused. However, the safety risks associated with reused products can be equal to—or greater than—those of new products, due to wear, damage, or missing safety information. It is therefore important that clear requirements are in place to protect consumers.

Consistent regulation also ensures traceability, accountability, and a level playing field for all operators. For products critical to safe construction, it is essential that they undergo a documented risk assessment and appropriate compliance checks to confirm that they continue to meet current requirements.

Question 2: Do you agree with the proposal set out above of an overarching safety requirement on economic operators?

| |
|-----------------------------------|
| Agree |
| Disagree |
| Neither agree nor disagree |
| Don't know |

Please explain your answer and include any changes you would make to the proposals.

An overarching duty is essential to clarify responsibilities throughout the supply chain. It mirrors duties already present in Northern Ireland's consumer protection legislation and supports more effective enforcement. It also places responsibility on those best positioned to identify and mitigate risks before products reach the market.

The definition of ‘use’ does not include installation by professionals, leaving a gap in legislation and putting professionals and consumers at risk from unsuitable products being installed.

The definition of a construction product needs to be clear so that enforcement officers can determine whether a product falls within the scope of the regulations. The current definition is ambiguous.

We support the proposal in principle, as a general safety requirement is necessary to close regulatory gaps and ensure all construction products are subject to a baseline duty of safety. However, its effectiveness will depend on:

- Clear, practical guidance on what constitutes compliance
- Proportionate obligations tailored to risk and business size
- Alignment with existing regulatory frameworks to avoid duplication
- Robust and consistent enforcement

Question 3: Do you agree that the measures described as part of the process for assessing risk are reasonable and proportionate?

| |
|-----------------------------------|
| Agree |
| Disagree |
| Neither agree nor disagree |
| Don't know |

Please explain your answer and include any changes you would make to the proposals.

The outlined measures align with existing risk-based regulatory practice and are proportionate to the potential harm associated with unsafe construction products. They reflect a risk-based approach that allows obligations to scale according to the nature and potential hazards of the product, and they are consistent with good practice among responsible economic operators. A structured assessment helps operators focus on foreseeable hazards, supporting better compliance and more efficient enforcement.

However, their proportionality will depend on clear, practical guidance on the expected scope and depth of risk assessments, particularly for SMEs.

It will also be important to ensure that these requirements do not duplicate existing obligations under other regulatory regimes, and that concepts such as foreseeable use and misuse are applied in a balanced and proportionate way.

Question 4: Do you think the above list of criteria for product information is proportionate, as well as sufficient to support decisions to select the right product? If not, what further information do you think would be helpful?

| |
|------------|
| Yes |
| No |
| Don't know |

Please explain your answer and include any changes you would make to the proposals.

In addition to what is included in the above list of criteria for product information, we recommend including the following:

- **Clear identification of safety-critical products:** Any product identified as critical to safe construction—such as those relating to fire safety, structural integrity, or life-safety systems, as highlighted in the Construction Products Reform White Paper—should be clearly flagged to the purchaser or end user. These higher-risk products should be subject to correspondingly higher expectations on economic operators.
- **Information on prior use and condition for reused products:** For products being reused, information on previous modifications, repair history, and any known performance limitations should also be provided.

Including this information would support professional and safe decision-making by installers and end users. Clear and accessible product information is essential for both safety and traceability.

Question 5: Do you agree with the proposals on product labelling?

| |
|----------------------------|
| Agree |
| Disagree |
| Neither agree nor disagree |
| Don't know |

Please explain your answer and include any changes you would make to the proposals.

We agree with the proposed product labelling requirements; however, we do not agree that a product's unique identifier alone is sufficient to trace a specific batch. This requirement should be expanded to explicitly include a batch or serial number. Such information could be incorporated within a digital product passport, ensuring consistency with both NI and EU requirements.

A system such as digital product passports would enable economic operators, regulators, and downstream users to link each product to its exact production batch. This would strengthen traceability, support targeted and efficient safety recalls, and improve accountability across the supply chain. It would be especially valuable for safety-critical products where even small batch-level variations can have significant implications.

Consideration should also be given to avoiding information overload. Excessive or overly technical documentation may reduce clarity rather than enhance it. Product information should remain targeted, relevant, and easy for its intended audience to understand.

Additionally, alignment with existing requirements under other regulatory frameworks will be essential to prevent duplication and ensure a coherent, streamlined system for product information.

Overall, the proposals are appropriate and proportionate, but their effectiveness will rely on clarity, usability, and the practical implementation of information requirements across the supply chain.

Question 6: Do you agree that the manufacturer should maintain records of such actions for a period of 10 years beyond the last supply of the product?

| |
|-----------------------------------|
| Agree |
| Disagree |
| Neither agree nor disagree |
| Don't know |

Please explain your answer and include any changes you would make to the proposals.

A 10-year period aligns with the existing requirements under product safety frameworks. This duration supports effective post-market monitoring and enforcement.

Question 7: Do you agree with the proposals for the responsibilities of importers?

| |
|-----------------------------------|
| Agree |
| Disagree |
| Neither agree nor disagree |
| Don't know |

Please explain your answer and include any changes you would make to the proposals.

Any definition of an importer must take into account the specific position of Northern Ireland. In NI, an importer is defined as someone bringing a product in from outside the EU, which includes goods arriving from Great Britain. Guidance should therefore clarify what checks are required, and at what point they must be carried out, for items entering NI. Depending on the product's origin, the role may fall to either a distributor or an importer, and the guidance needs to reflect this distinction.

Importers play a critical role as the first point of entry into the UK market, including NI. The proposals correctly recognise the need for importers to verify conformity, ensure documentation is available, and maintain oversight of supply chains.

Question 8: Do you agree with the proposals to make importers label products as set out above?

| |
|----------------------------|
| Agree |
| Disagree |
| Neither agree nor disagree |
| Don't know |

Please explain your answer and include any changes you would make to the proposals.

Any definition of an importer must take into account the specific position of Northern Ireland. In NI, an importer is defined as someone bringing a product in from outside the EU, which includes goods arriving from Great Britain.

Clarity is needed on whether a Northern Ireland business receiving a product from Great Britain is required to relabel it to meet UK regulations.

Guidance should also address whether a manufacturer can appoint a responsible economic operator within NI or the EU, so that NI distributors are not all required to undertake relabelling themselves.

Question 9: Do you agree with the proposed requirements on importers to retain records as set out above?

| |
|----------------------------|
| Agree |
| Disagree |
| Neither agree nor disagree |
| Don't know |

Please explain your answer and include any changes you would make to the proposals.

Any definition of an importer must take into account the specific position of Northern Ireland. In NI, an importer is defined as someone bringing a product in from outside the EU, which includes goods arriving from Great Britain.

A 10-year period aligns with the existing requirements under product safety frameworks. This duration supports effective post-market monitoring and enforcement.

Question 10: Do you agree with the proposed requirements on distributors as set out above?

| |
|-----------------------------------|
| Agree |
| Disagree |
| Neither agree nor disagree |
| Don't know |

Please explain your answer and include any changes you would make to the proposals.

Any definition of a distributor must take into account the specific position of Northern Ireland. In NI, a distributor is defined as someone placing a product from NI or the EU onto the NI market. However, if they place a product from Great Britain onto the NI market they are an importer. Guidance therefore needs to clearly reflect this NI-specific issue.

Distributors are often the last line of defence before products reach the market. Their storage and transportation responsibilities should be strengthened, as they may hold products for extended periods and are responsible for delivering them to their final destination.

Question 11: Do you think the requirement of creating records of purchase and supply and retaining such records for 10 years to allow for traceability is proportionate?

| |
|-------------------|
| Yes |
| No |
| Don't know |

Please explain your answer and include any changes you would make to the proposals.

A 10-year period aligns with the existing requirements under product safety frameworks. This duration supports effective post-market monitoring and enforcement, and modern digital systems now make long-term record retention both feasible and cost-effective.

Question 12: Do you agree with the proposed requirements on fulfilment service providers as set out above?

| |
|-----------------------------------|
| Agree |
| Disagree |
| Neither agree nor disagree |
| Don't know |

Please explain your answer and include any changes you would make to the proposals.

Online marketplaces are an increasingly common supply route for construction products. Bringing fulfilment service providers into scope closes an important regulatory gap, prevents avoidance of responsibility, and ensures parity with importers and distributors.

To support safe and informed purchasing, online listings should display all the information that would be available at the point of sale in a physical shop, including:

- **Intended use** of the product.
- **Technical information** sufficient for users, specifiers, or purchasers to determine whether the product is appropriate for its intended application.
- **Safety information** covering aspects of normal or reasonably foreseeable use that fall outside intended use, including warnings, prohibited uses, and relevant testing.
- **Details of any voluntary standards or third-party certifications** the product meets, where applicable.
- **Instructions for safe use, disposal, installation, assembly, and maintenance**, including training or competency requirements for installation and information on compatibility with systems, kits, materials, or other products.
- **Instructions for safe storage and transportation.**
- **Guidance on where or how the product should not be used**, where relevant.

If a product is identified as **critical to safe construction**, this must be clearly highlighted to the purchaser or end user.

For **reused products**, information on previous modifications, repair history, and any known performance limitations should also be provided.

Presenting clear and comprehensive information in this way supports safe, professional decision-making by installers and end users

Question 13: Do you agree that we should require economic operators to make sure that the way they store, or transport, products does not cause them to become unsafe?

| |
|-----------------------------------|
| Agree |
| Disagree |
| Neither agree nor disagree |
| Don't know |

Please explain your answer and include any changes you would make to the proposals.

Improper storage or transport can compromise a product's integrity. This requirement is reasonable and aligns with existing due-diligence expectations within supply chains.

Question 14: Do you agree or disagree with the proposals for economic operators to monitor construction products that have been placed on the market?

| |
|--------------|
| Agree |
|--------------|

| |
|-----------------------------------|
| Disagree |
| Neither agree nor disagree |
| Don't know |

Please explain your answer and include any changes you would make to the proposals.

Post-market surveillance is essential for detecting systemic issues, product failures, or emerging safety risks. A clear monitoring duty improves accountability and helps economic operators and enforcement authorities act swiftly.

Post-market surveillance is essential for identifying systemic issues, product failures, and emerging safety risks. A clear monitoring duty strengthens accountability and enables enforcement authorities to respond quickly and effectively when problems arise.

There should also be a straightforward system for economic operators and individuals to report risks, poor practices, or concerns about non-compliance—consistent with the approach outlined in Chapter 9 of the Construction Products Reform White Paper.

Similar mechanisms already exist in other sectors, such as the MHRA’s Yellow Card scheme, the SUE reporting model for cosmetics, and the EU’s consumer and business safety reporting gateways, which allow users to flag safety concerns directly.

Introducing an accessible and trusted reporting process would support early detection of issues, improve transparency across the supply chain, and enhance overall product safety.

Question 15: Do you agree that economic operators should have a duty to co-operate and carry out actions when they are asked to by an enforcement authority?

| |
|-----------------------------------|
| Agree |
| Disagree |
| Neither agree nor disagree |
| Don't know |

Please explain your answer and include any changes you would make to the proposals.

Such duties are standard within product safety law and are essential for effective enforcement. Timely cooperation with Market Surveillance Authorities is critical to enable thorough investigation of unsafe products, implement protective measures, and safeguard both professionals and consumers.

Question 16: Do you agree that enforcement authorities should be able to accept an undertaking instead of taking formal enforcement action?

| |
|-----------------|
| Agree |
| Disagree |

| |
|----------------------------|
| Neither agree nor disagree |
| Don't know |

Please explain your answer and include any changes you would make to the proposals.

Councils recognise that undertakings can be a proportionate and efficient alternative to formal enforcement, and this approach is consistent with the Council's enforcement policy. Councils also consider it important to support businesses and contribute to economic growth.

However, authorities must retain the ability to escalate enforcement where undertakings are breached or where a serious risk exists.

Question 17: Do you agree with the proposal to introduce civil monetary penalties for non-compliance with requirements under the GSR?

| |
|----------------------------|
| Agree |
| Disagree |
| Neither agree nor disagree |
| Don't know |

Please explain your answer and include any changes you would make to the proposals.

Civil monetary penalties are not currently used by Northern Ireland councils, so we do not have direct experience with this enforcement mechanism. However, we would welcome their introduction if they prove to be an effective tool for securing compliance. If such a system were to be introduced in Northern Ireland, careful consideration would be needed on how the framework would be implemented, as these powers do not presently exist in NI.

Question 18: Do you agree with the proposal to not extend powers to issue civil monetary penalties to LATS under the GSR, recognising their reduced role in enforcing construction product regulations?

| |
|----------------------------|
| Agree |
| Disagree |
| Neither agree nor disagree |
| Don't know |

Please explain your answer and include any changes you would make to the proposals.

Within Northern Ireland, product safety enforcement—including the enforcement of construction products regulations—is carried out by Environmental Health Officers (EHOs) based within District Councils.

Section 8.5 states that:

“Local authority trading standards (LATS) (or environmental health, in Northern Ireland) currently hold regulatory powers to carry out market surveillance and enforcement to remove non-compliant products from the UK market. However, evidence suggests that LATS do not always have the resources and skills, nor do they necessarily prioritise enforcement of construction product regulation.”

However, Environmental Health Officers are then omitted in Section 2.8, which states: *“Enforcement will be strengthened through enhanced powers for the national regulator for construction products, including market surveillance, investigatory powers, and proportionate intervention measures such as suspension, recall, and prohibition. Local authority trading standards (LATS) will also be equipped with these powers to complement the role of the national regulator.”*

They are also omitted in the definition of *Enforcement Authorities*, which refers only to: *“the national regulator for construction products and local authority trading standards.”*

Given that EHOs within NI District Councils currently undertake this enforcement role, clarity is required from the UK Government on how their role will be reflected within the new framework.

Question 19: Do you agree with the proposal on cost recovery notices that the enforcement authority is able to issue?

| |
|----------------------------|
| Agree |
| Disagree |
| Neither agree nor disagree |
| Don't know |

Please explain your answer and include any changes you would make to the proposals.

Cost recovery notices are not currently used by Northern Ireland councils, so we do not have direct experience with this enforcement mechanism. However, we would welcome their introduction if they prove to be an effective tool for securing compliance. If such a system were to be introduced in Northern Ireland, careful consideration would be needed on how the framework would be implemented, as these powers do not presently exist in NI.

Question 20: Do you have views on whether LATS should have powers to issue cost recovery notices, as well as the national regulator for construction products?

| |
|------------|
| Yes |
| No |
| Don't know |

Please explain your answer and include any changes you would make to the proposals.

Within Northern Ireland, product safety enforcement—including the enforcement of construction products regulations—is carried out by Environmental Health Officers (EHOs) based within District Councils.

Section 8.5 states that:

“Local authority trading standards (LATS) (or environmental health, in Northern Ireland) currently hold regulatory powers to carry out market surveillance and enforcement to remove non-compliant products from the UK market. However, evidence suggests that LATS do not always have the resources and skills, nor do they necessarily prioritise enforcement of construction product regulation.”

However, Environmental Health Officers are then omitted in Section 2.8, which states: *“Enforcement will be strengthened through enhanced powers for the national regulator for construction products, including market surveillance, investigatory powers, and proportionate intervention measures such as suspension, recall, and prohibition. Local authority trading standards (LATS) will also be equipped with these powers to complement the role of the national regulator.”*

They are also omitted in the definition of *Enforcement Authorities*, which refers only to: *“the national regulator for construction products and local authority trading standards.”*

Given that EHOs within NI District Councils currently undertake this enforcement role, clarity is required from the UK Government on how their role will be reflected within the new framework.

Cost recovery notices are not currently used by Northern Ireland councils, so we do not have direct experience with this enforcement mechanism. However, we would welcome their introduction if they prove to be an effective tool for securing compliance. If such a system were to be introduced in Northern Ireland, careful consideration would be needed on how the framework would be implemented, as these powers do not presently exist in NI.

Question 21: Do you agree with the time periods that an economic operator has to lodge their appeal?

| |
|-----------------------------------|
| Agree |
| Disagree |
| Neither agree nor disagree |
| Don't know |

Please explain your answer and include any changes you would make to the proposals.

The proposed timescales strike a fair balance between allowing operators sufficient time to prepare an appeal and ensuring that enforcement action is not unduly delayed. This timeframe is in line with other Environmental Health regulatory functions.

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| Committee: | Environment & Sustainability |
| Date: | 6 May 2026 |
| Report from: | Head of Service - Environmental Health, Risk and Emergency Planning |

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| Item for: | Decision |
| Subject: | Consultation Document: Construction Products White Paper Reform |

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| 1.0 | <u>Background and Key Issues</u> |
| 1.1 | In February 2025 the Government accepted the findings of the Grenfell Tower Fire Inquiry and is taking forward all its recommendations. |
| 1.2 | This white paper responds to the green paper consultation and confirms an ambitious programme of reforms that are essential for public safety, critical to unlocking investment and economic growth, reducing trade friction and boosting productivity, and to the delivery of high-quality homes, other buildings and infrastructure. |
| 1.3 | Reforms will mean a clear, predictable and proportionate regulatory framework that provides long-term stability, supporting a competitive, competent and confident construction products sector. For residents and building users, these reforms will provide the reassurance that products have been made, selected and used with safety at the fore. Developers will have the confidence that the construction products they use will be safe and of high quality and they can avoid the risk of costly remediation. |
| 1.4 | The Environmental Health, Risk and Emergency Planning Service Unit is responsible for the enforcement of Construction Products Regulations and is responding to the consultation specifically in regard to its legal remit. |
| 1.5 | The draft Consultation response (attached as Appendix 2 EH for Members' consideration) has been developed collaboratively with Consumer Safety Officers from all 11 Northern Ireland councils. |
| 1.6 | At the Environment & Sustainability Committee meeting held on 1 April 2026, it was agreed to seek Council approval for delegated authority to the May committee meeting to ensure that the response can be submitted prior to the closing date of 20 May 2026. |
| 1.7 | An email was circulated to Committee Members on 2 April 2026 inviting comments or amendments by 9 April 2026 that could be incorporated into a final Council response. |
| 2.0 | <u>Recommendation</u> It is recommended that the committee: <ul style="list-style-type: none"> • agrees the attached response, thereby enabling the Council to respond to this consultation before the closing date of 20 May 2026. |
| 3.0 | <u>Finance and Resource Implications</u> |

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| | It is unknown at this stage whether financial support will be provided to support Councils' market surveillance activities of construction products. | |
| 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. Third Party / Central Government Legislation / Consultation | |
| 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. Third Party / Central Government Legislation / Consultation | |

Appendices:**Appendix 2 EH – Draft Consultation Response**

Construction Products Reform White Paper - Questions

Chapter 6: Regulating Products

The following question is from Chapter 6 of the Construction Products Reform White Paper. Please read the white paper before responding ([available here on GOV.UK](#)).

1. What should be included in guidance to support industry to understand their responsibilities regarding products critical to safe construction?

Guidance should clearly set out industry responsibilities for ensuring that products critical to safe construction are selected, installed, and maintained in a way that supports building safety. Key elements should include:

- **A defined list of products considered critical to safe construction**

The guidance should provide a clear and regularly updated list of product categories that fall under this designation, helping key parties understand when enhanced safety requirements apply.

- **Requirements for robust product-specific risk assessment**

Industry should be supported to undertake proportionate risk assessments that consider product safety, intended use, interaction with other building systems, and potential safety impacts if the product fails.

- **Reference to approved Codes of Practice or harmonised standards**

For products identified as critical to safety, the guidance should signpost relevant standards or approved Codes of Practice. These should include clear instructions for safe installation, integration with other systems, and performance expectations. If standards or CoPs do not already exist, they should be developed to allow manufacturers to follow them.

- **Use of third-party accreditation and verification systems**

Guidance should emphasise the importance of selecting products and suppliers that have been independently accredited. It should also outline how verification systems operate and how organisations can determine whether an accredited party is legitimate and competent.

- **Competency requirements for contractors, subcontractors and installers**

Clear expectations should be set for the competency of those installing or assessing safety-critical products. This should include reference to recognised competency schemes, training requirements, and the responsibilities of principal contractors and key parties to ensure competency is maintained throughout the supply chain.

- **Tailored advice for small and medium-sized enterprises (SMEs)**

The guidance should include practical, proportionate advice for SMEs, recognising the distinct challenges they face. This may include simplified tools for risk assessment, signposting to support programmes, and accessible explanations of standards and accreditation processes.

Chapter 8: Assurance and Oversight of Testing, Conformity Assessment and Certification

The following questions are from Chapter 8 of the Construction Products Reform White Paper. Please read the white paper before responding ([available here on GOV.UK](#)).

2. Do you agree that the above principles should underpin the licensing regime for Conformity Assessment Bodies (CABs)?

Yes No

Please explain your answer. Please outline how you think a licensing regime for CABs could work operationally.

A licensing regime for CABs should be designed to ensure consistency, integrity and high standards across all organisations carrying out assessments for construction products. To operate effectively, the regime would require clear conditions, strong oversight, appropriate enforcement powers and adequate resourcing. The following key areas should be included:

- A defined licence period with clear renewal requirements based on ongoing compliance and audit outcomes.
- A transparent and robust framework outlining minimum requirements for competence, independence, reporting, and quality assurance.
- Regular surveillance, scheduled and unannounced audits, and strong technical oversight to ensure continued compliance.
- Standardised processes for identifying, categorising and addressing non-conformance, including corrective actions and follow-up.
- The national regulator should have the authority to impose conditions, issue sanctions, suspend operations or revoke licences where necessary.
- Licensing should be mandatory.
- The licensing regime must have sufficient long-term funding and specialist expertise to deliver effective oversight and maintain industry confidence.

NI businesses may continue to access EU-based CABs, including those in the Republic of Ireland. The licensing model should accommodate this to avoid disadvantaging NI businesses.

Lisburn & Castlereagh City Council consider that a mandatory, independent and well-resourced licensing regime has the potential to significantly raise standards across the construction sector. By establishing minimum requirements for third-party certification, ensuring consistent oversight and enabling transparent performance monitoring, such a regime can promote greater and more uniform levels of safety.

However, the success of this system relies on trust—achieved through independence, transparency, proper resourcing and competent oversight.

3. Do you agree that this national testing and research facility would lead to the highlighted benefits?

Yes No

Please explain your answer.

Yes, we agree that a national testing and research facility would deliver the highlighted benefits, particularly for Northern Ireland. At present, there are no accredited test houses in NI, and the nature of many construction products makes transporting them to facilities in Great Britain difficult and costly. A national facility with sufficient capacity, appropriate expertise and full accreditation would significantly reduce these barriers and provide essential support to both businesses and enforcing authorities.

Such a facility would also offer genuinely independent testing, which is important for building confidence in compliance processes. For enforcers, the availability of an impartial laboratory—willing and able to act as an expert witness in court—is a major benefit, ensuring that evidence is both robust and reliable.

To maximise value for NI, the facility would need to consider the region's unique dual-market position, including the need for testing recognised under both UK and EU frameworks. Ensuring adequate building size, specialist staff and technical capability is essential so that the full range of construction products can be tested.

Overall, a well-resourced, fully accredited and independent national testing and research facility would help reduce costs, support enforcement, improve access to testing, and enhance safety standards across the UK, with particularly strong benefits for Northern Ireland.

4. What opportunities are there for government to establish partnership models to establish new public sector testing and research capacity?

We consider it essential that the government plays an active role in supporting research and development to ensure that testing and research capacity keeps pace with technological innovation. Sustained government involvement will help maintain the UK's ability to respond effectively to emerging risks and opportunities.

UK-based bodies could collaborate with central government to develop distributed testing networks. This would provide enforcers with support on logistical and transportation challenges, contributing to a more resilient and geographically dispersed testing system. However, strong governance arrangements would be required to avoid conflicts of interest.

Government could support a wider range of UK-based organisations to become accredited test bodies. This investment could expand domestic expertise, enhance competitiveness, reduce reliance on overseas laboratories, and enable enforcers access to independent second opinions.

Opportunities for partnership models include public-private partnerships, partnerships with academic and research institutions, partnerships with established local authority testing bodies.

Chapter 9: Role and Responsibilities of Regulators

The following question is from Chapter 9 of the Construction Products Reform White Paper. Please read the white paper before responding ([available here on GOV.UK](#)).

5. Would there be a benefit to enabling employment protections, for individuals reporting risks, bad practices and non-compliance within their own organisation, to the national regulator for construction products?

Yes No

Please explain your answer.

Yes, there would be a clear benefit in enabling employment protections for individuals who report risks, bad practices or non-compliance within their organisation to the national regulator for construction products. Any such protections should be aligned with existing whistleblowing legislation to ensure consistency, fairness and legal clarity. Strong protections would give employees the confidence to raise concerns without fear of retaliation, which is essential for effective intelligence gathering.

Surveillance across the whole system is critical to identifying unsafe practices, and this relies on accurate, timely intelligence. Providing staff with a safe route to report concerns directly to the national regulator would support more proactive identification of risks and systemic issues. To be effective, there should be a clear, easy-to-use reporting mechanism—ideally a public, anonymous digital reporting platform—supported by widely publicised guidance on how to make a report. Consideration should also be given to providing an option for local enforcement bodies to be notified when relevant.

To ensure the credibility of the system, procedures must be in place to sift out malicious, vexatious or unfounded reports while still protecting those who raise genuine concerns. This balance is essential for maintaining trust among employers, employees and regulators.

Given the need for intelligence-led regulation, a central reporting mechanism for consumers, tradespeople and employees would provide valuable insight into emerging issues across all construction products. Such a system, supported by appropriate employment protections, would strengthen the national regulator's ability to act on reliable information, target high-risk areas and improve overall safety across the construction sector.

Chapter 10: Environment and Sustainability

The following question is from Chapter 10 of the Construction Products Reform White Paper. Please read the white paper before responding ([available here on GOV.UK](#)).

6. We would like to raise awareness and encourage the use of EN 15804+A2 as the methodology for producing an Environmental Product Declaration. **What other opportunities could support best practice for products not covered by a designated standard?** Please explain your answer.

Please explain your answer.

Yes, promoting EN 15804+A2 as the preferred methodology for Environmental Product Declarations is beneficial, but additional opportunities can help support best practice where no designated standard exists. Environmental compliance should operate in harmony with safety requirements, ensuring neither area compromises the other and both contribute to a shared objective of safe, sustainable products.

Where specific standards are not available, the use of PAS documents, recognised Codes of Practice, and Common Specifications could provide appropriate, consistent methodologies. These frameworks can offer clear guidance, ensure alignment with safety requirements, and support manufacturers in demonstrating good environmental performance without undermining essential safety obligations.

Chapter 11: Competence and Accountability

The following question is from Chapter 11 of the Construction Products Reform White Paper. Please read the white paper before responding ([available here on GOV.UK](#)).

7. Are there any specific roles or points where you think **accountability is not clear**?

Yes No

If yes, please explain your answer and include who should be responsible.

Yes, we believe there are several points across the construction product lifecycle where accountability is not currently clear. The existing regime is fragmented, with inconsistent responsibilities, limited oversight and a lack of statutory clarity for key parties. There must be clear statutory obligations on all relevant parties, with legal consequences for non-compliance, rather than relying on individuals or organisations informally “assuring themselves.” A more robust and transparent framework is required.

At present, responsibility across various regulatory authorities can be unclear. Building Control, Environmental Health and Trading Standards each have partial and particular roles and legislative remits. At times there may be no clear delineation of who is responsible for ensuring that some products placed on or used for building meet all the correct and relevant standards ensuring fitness for purpose and appropriately CE/UKCA marked.

Stronger linkage and co-ordination between all regulatory bodies and Construction Products Regulations is essential to protect against unsafe materials being used where current systems do not fully integrate.

Accountability gaps are also evident at the design and installation stages, where decisions are sometimes driven by cost rather than safety. Without clear, enforceable duties at these early stages, risk can be introduced long before a regulator is involved.

To address these issues, we are of the view that the National Regulator should operate transparently, with strong oversight of all parties involved in design, specification, installation and approval.

In summary, accountability is currently unclear across multiple points in the system. A single national regulator, combined with clearer statutory duties and better integration between building safety and product regulations, is essential to ensure that safety is placed at the forefront rather than cost.

Chapter 12: Implementation Plan

The following questions are from Chapter 12 of the Construction Products Reform White Paper. Please read the white paper before responding ([available here on GOV.UK](#)).

8. Do you have views on appropriate lead times or transition periods relating to specific reforms set out in this white paper?

We agreed with the lead times and transition periods detailed in 12.4 of the consultation.

9. What should we take into account when developing the proposed tranches and sequencing?

Please explain your answer.

When developing the proposed tranches and sequencing, it is essential that the unique position of Northern Ireland is taken into account at every stage. Guidance for NI should be published in parallel with GB guidance, not after it, to avoid delays, inconsistencies and further regulatory divergence. Any new framework should actively work to integrate NI within the wider UK legislative system rather than create additional separation.

Consideration must also be given to NI's dual-market context, where businesses often need to comply with both UK and EU requirements. This reality should shape both the timing and content of tranches to ensure that NI stakeholders can implement changes effectively and without disadvantage.

In addition, the national regulator must have a visible, operational presence in all parts of the UK—including Northern Ireland—from the outset. This should include dedicated NI-based offices and officers responsible for market surveillance and all other regulatory functions. Ensuring early and embedded regulatory presence in NI will

support consistent implementation, improve compliance, and provide confidence to industry and enforcement bodies.

Chapter 13: Next Steps

The following questions are from Chapter 13 of the Construction Products Reform White Paper. Please read the white paper before responding ([available here on GOV.UK](#)).

10. Do you have any views, evidence or insights regarding the impact that reforms might have regarding the costs and benefits to businesses, as well as any wider impacts?

We consider this matter to fall outside the remit of Market Surveillance Authorities, and therefore we are not in a position to provide a detailed response to this question.

11. Do you have any other useful information that you wish to share that is not covered by your previous answers?

A key consideration is the unique situation of Northern Ireland, where regulators must operate within both the UK and EU legislative frameworks. To ensure effective enforcement and consistency for businesses, construction product legislation must not become fragmented from manufacture through to end use. Alignment between construction product safety requirements and building control regulations is essential, and definitions, responsibilities and regulatory approaches must remain consistent across the UK. Any divergence—either regulatory or operational—creates unnecessary complexity and increases the risk of non-compliance.

For Northern Ireland-based regulators, consistency is especially important. The ability to apply a harmonised approach across both UK and EU requirements supports clear enforcement, reduces ambiguity for businesses operating in dual markets, and prevents the development of conflicting obligations. To maintain this consistency, the wider legislative framework must be designed to integrate NI, rather than creating further separation.

It is also important to acknowledge the significant pressures faced by existing enforcement bodies. Those currently responsible for regulating construction products work across a very wide range of product types and legislation, yet many are under-resourced and face competing priorities. Constraints around financial support, staffing levels, technical expertise and access to training all affect the ability of regulators to carry out meaningful market surveillance and enforcement activity. These capacity challenges must be addressed for any new system to function effectively.



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| Committee: | Environment & Sustainability |
| Date: | 6 May 2026 |
| Report from: | Head of Service - Environmental Health, Risk and Emergency Planning |

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| Item for: | Decision |
| Subject: | Consultation Responses – Request for Delegated Authority to Approve |

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| 1.0 | <u>Background and Key Issues</u> | |
| 1.1 | <p>The Environmental Health, Risk and Emergency Planning Service Unit wish to respond to 4 Consultations, namely:</p> <ul style="list-style-type: none"> • Product Regulation: The UK’s New Product Safety Framework • Product Regulation: Market Surveillance and Enforcement Framework • Product Regulation: Fire Safety of Domestic Upholstered Furniture. • Consultation on Market Diversity and Innovation (Liquor Licensing) | |
| 1.2 | All 4 consultations close at 11:59pm on 23 June 2026. | |
| 1.3 | Due to the closing date falling on the same day as council, delegated authority is sought at the Environment & Sustainability Committee meeting on the 3 June 2026 to approve the council’s responses. | |
| 1.4 | Draft Consultation responses will be circulated to committee members by email in advance of the meeting on 3 June 2026. Members will have the opportunity to provide comments, feedback, or propose amendments for consideration and inclusion in the final Council responses. | |
| 2.0 | <u>Recommendation</u> | |
| | It is recommended that the committee agrees that delegated authority is granted to the committee to allow responses to be made prior to the closing dates of the consultations. | |
| 3.0 | <u>Finance and Resource Implications</u> | |
| | Unknown | |
| 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. | |
| | Third Party / Central Government Legislation / Consultation | |

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| 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. Third Party / Central Government Legislation / Consultation | |

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| Appendices: | None |
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| Committee: | Environment & Sustainability |
| Date: | 6 May 2026 |
| Report from: | Head of Service - Environmental Health, Risk and Emergency Planning |

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| Item for: | Decision |
| Subject: | Consultation: Solid Fuel Burning - taking action to reduce fine particulate matter and smoke emissions |

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| 1.0 | <u>Background</u> |
| 1.1 | This is a UK wide consultation undertaken by Defra in collaboration with the Scottish Government, Welsh Government and DAERA that sets out proposals to reduce emissions from domestic burning. |
| 1.2 | Air pollution is one of the largest environmental risks to human health. Fine particulate matter (PM2.5) – tiny particles that can enter the lungs and bloodstream – is linked to conditions such as heart disease, asthma, and premature death. Vulnerable groups, including children, older people, and those with existing health conditions are most affected. |
| 1.3 | Domestic burning of solid fuels such as wood and manufactured solid fuels is a major source of PM2.5 emissions. In 2023, it accounted for around 20% of the UK's total PM2.5 emissions, similar to road transport. While air quality has improved overall, emissions from domestic burning have risen in recent years as stove use has grown in popularity. |
| 1.4 | Tackling this issue is essential to protect health and reduce the estimated £20 billion annual cost of air pollution to society. |
| 1.5 | As Ecodesign rules applies differently in Great Britain and Northern Ireland, it is proposed to apply this new emission limit across Great Britain only. In Northern Ireland, the new limits would apply in Smoke Control Areas, as declared by district councils in Northern Ireland. |
| 1.6 | Under the Windsor Framework, Northern Ireland is precluded from making proposed labelling scheme obligatory for stoves placed on the market, and therefore, persons placing stoves on the market would not be subject to the aforementioned penalties. However, suppliers and sellers will still be able to apply emissions labelling to products on a voluntary basis. |
| 1.7 | There are currently no Domestic Solid Fuels Regulations in Scotland, Wales or Northern Ireland. DAERA and DfE are content to join a fact-finding consultation on this measure to support policy development in Northern Ireland but are not wishing to progress policy on this immediately following consultation. The most likely territorial extent of the increased fixed penalty notice under the extended Regulations is England only. |
| 1.8 | <u>Key Issues</u> |
| 1.9 | This Consultation sets out: |

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| | <ol style="list-style-type: none"> 1. Stricter emission limits for new stoves – introducing tougher smoke emission standards for new appliances placed on the market. 2. Mandatory labelling (voluntary in NI Only) for stoves and fuels – providing clear information on emissions, permitted fuels, and health impacts to help consumers make informed choices. 3. Increased enforcement penalties – raising penalties for suppliers who breach fuel standards to ensure compliance. 4. These measures aim to cut harmful emissions, support cleaner technologies, and give households better information about the health impacts of burning solid fuels. | | |
| 1.10 | Background information is attached as Appendix 3 EH for Members’ information. | | |
| 1.11 | See attached as Appendix 4 EH response to the Consultation to be submitted on behalf of the Council. | | |
| 2.0 | <p><u>Recommendation</u></p> <p>It is recommended that the committee:</p> <ul style="list-style-type: none"> • approves the response prepared and submitted by officers in relation to the consultation on Solid Fuel Burning. | | |
| 3.0 | <p><u>Finance and Resource Implications</u></p> <p>There are no financial implications within these proposals.</p> | | |
| 4.0 | <p><u>Equality/Good Relations and Rural Needs Impact Assessments</u></p> | | |
| 5.1 | <table border="1" style="width: 100%;"> <tr> <td style="width: 80%;">Has an equality and good relations screening been carried out?</td> <td style="width: 20%;">No</td> </tr> </table> | Has an equality and good relations screening been carried out? | No |
| Has an equality and good relations screening been carried out? | No | | |
| 5.2 | <table border="1" style="width: 100%;"> <tr> <td style="width: 80%;"> Brief summary of the key issues identified and proposed mitigating actions or rationale why the screening was not carried out. Third Party / Central Government Legislation / Consultation </td> <td style="width: 20%;"></td> </tr> </table> | Brief summary of the key issues identified and proposed mitigating actions or rationale why the screening was not carried out. Third Party / Central Government Legislation / Consultation | |
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| Appendices: | <p>Appendix 3 EH - Consultation on Solid Fuel Burning- background Information</p> <p>Appendix 4 EH - Consultation on Solid Fuel Burning - taking action to reduce fine particulate matter and smoke emissions – Officer Response</p> |
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Consultation on Solid Fuel Burning

Taking action to reduce fine particulate matter and smoke emissions

January 2026

We are the Department for Environment, Food and Rural Affairs. We are responsible for improving and protecting the environment, growing the green economy, sustaining thriving rural communities and supporting our world-class food, farming and fishing industries.

We work closely with our 33 agencies and arm's length bodies on our ambition to make our air purer, our water cleaner, our land greener and our food more sustainable. Our mission is to restore and enhance the environment for the next generation, and to leave the environment in a better state than we found it.



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This publication is available at www.gov.uk/government/publications

Any enquiries regarding this publication should be sent to us at Burning_Consultation@defra.gov.uk.

www.gov.uk/defra

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About this consultation

This public consultation is for England, Wales, Scotland and Northern Ireland. Please note that we (the UK government and devolved governments) are looking to take forward some of the policy options in this document on a UK-wide basis. However, we expect that some proposals may apply in England only and not throughout the whole of the UK. In some cases, the territorial application will be determined at a later stage in keeping with devolved legislation. More detail is provided in the “territorial application” section for each policy option.

This consultation provides an opportunity for stakeholders to influence policies intended to reduce fine particulate matter (PM_{2.5}) emissions from domestic solid fuel burning (including wood and manufactured solid fuels). We will use the responses to this consultation to finalise the proposed package of measures aimed at reducing emissions from this source.

The introduction to this document outlines the consultation process and asks demographic questions (Questions 1 - 8). Following this, background information is provided in the Foreword and Context sections. The next section sets out the proposed policies and presents consultation questions (Questions 9 – 34). It is divided into three parts with 2 – 3 thematic sections in each part.

Part 1 outlines proposed new emission limits for solid fuel appliances. Part 2 provides details of proposed new mandatory labelling schemes for stoves and for manufactured solid fuels (MSFs). Part 3 sets out the current regulatory landscape applying to the supply of solid fuels used for domestic burning. It then discusses introducing an increased fixed penalty notice.

Consultation Process

Audience and application

This consultation is open to the public. It is important for us to hear from those who will be directly impacted by the proposals.

This includes, but is not limited to, members of the public, relevant industry representatives and trade associations who will be affected by the proposals, environmental and health groups.

Purpose of the consultation

We want to obtain views from stakeholders and members of the public on a package of policies intended to reduce PM_{2.5} emissions from domestic solid fuel burning (including wood and manufactured solid fuels). As well as the policy proposals, we want to receive opinions and suggestions on the suggested example labels and health statements, and on the proposed timescales for implementing these policies.

We request responses to the questions below in order to obtain these views and opinions.

How to respond

We encourage responses via an online survey on **Citizen Space**, an online consultation tool at <https://consult.defra.gov.uk/domestic-burning/consultation-on-solid-fuel-burning/>. Consultations receive a high level of interest across many sectors and using the online tool assists our analysis of responses, enabling more efficient and effective consideration of issues. However, responses can be sent by email or post. In your response please state:

- your name
- your email address
- your organisation (if applicable)
- whether you would like your response to be confidential (if yes, please state your reasons)

Enquiries and responses may also be directed:

- By email to Burning_Consultation@defra.gov.uk including whether you need a hard copy of the consultation
- In writing to the Consultation Coordinator, Defra, 2nd Floor, Foss House, Kings Pool, 1-2 Peasholme Green, York, YO1 7PX

Where you are asked to provide an explanation of your answer, please provide as much detail as you can, so that we can understand any comments or concerns. When considering responses to this consultation, the government will give greater weight to responses that are based on argument and evidence, rather than simple expressions of support or opposition.

Use of data

Information and comments submitted through the consultation will be used to inform and further develop the proposed package of measures to ensure its feasibility for delivery and that it takes into account stakeholders' views.

Your personal data will be anonymised as part of the analysis process. Once your personal data has been anonymised, it can no longer be associated with you and is no longer personal data. The anonymised data may be used within an AI system to support the analysis.

Complaints procedure

All complaints about the consultation process should be submitted to the Consultation Coordinator via email: consultation.coordinator@defra.gov.uk. To meet with Defra's service standard, all complaints will be responded to within 15 days of receipt.

Using and sharing your information

How we use your personal data is set out in the consultation and call for evidence exercise privacy notice which can be found here:

<https://www.gov.uk/government/publications/defras-consultations-and-call-forevidence-exercises-privacy-notice>.

Foreword

We all deserve to live in an environment where our everyday lives are not negatively affected by the quality of the air that we breathe. The burning of solid fuels, including the use of woodburning stoves in domestic settings, is growing in popularity¹ and leading to more harmful emissions entering our air.

Fine particulate matter (PM_{2.5}) are particles of 2.5 micrometres or less that the World Health Organisation considers the most harmful pollutant to human health.^{2,3} These particles can enter the bloodstream and internal organs, and there is a growing body of evidence linking exposure with a range of debilitating health conditions including cardiovascular disease and asthma. In 2019, the estimated mortality burden of long-term exposure to air pollution in the UK was equivalent to 29,000 to 43,000 deaths for adults aged 30 and over.⁴ Similarly, the World Health Organisation has set global air quality guidelines for sulphur dioxide, which is also known to exacerbate asthma and is associated with respiratory mortality^{5,6}.

While air pollution harms everyone, there is strong evidence that the health impacts of air pollution are not felt equally across society. The impacts of poor air quality are disproportionately felt by children, those who are pregnant, those with existing health conditions, older people, and by low-income communities, exacerbating health and social inequalities.

Air quality in the UK has improved in recent years, but we know there is more to do. The estimated cost of health problems resulting from exposure to air pollution is more than £20 billion annually for the UK. These are the costs to individuals and society (including to the NHS and for social care).

Air quality is a devolved responsibility, and all the devolved governments are progressing plans to drive down emissions:

- A revised Environmental Improvement Plan for England was published in December 2025
- The Welsh Government published its Clean Air Plan for Wales: Healthy Air, Healthy Wales in August 2020⁸.
- The Scottish Government published its Cleaner Air for Scotland 2 Strategy in July 2021⁹.
- In September 2024 the Northern Ireland Executive published their own Environmental Improvement Plan¹⁰.

Emissions from domestic burning continue to be a significant source of PM_{2.5} emitted in the UK. This is why the UK Government, together with the devolved governments, is

launching this public consultation on further actions we can take to bring down the levels of emissions from solid fuel burning.

This Government is considering further measures in this space to further reduce these harmful emissions, particularly in the most densely populated places or where there is evidence of the most significant harms.

Context

'Domestic burning' refers to households burning a variety of solid fuels, including wood, coal and manufactured solid fuels, for purposes such as home-heating. Domestic burning was a major source of the UK's PM_{2.5} emissions in 2023, contributing 20.1% of total PM_{2.5} emissions, similar to emissions of PM_{2.5} from road transport (20.5%).¹¹ Emissions of PM_{2.5} from domestic burning rose 36% from 2009 - 2020, largely due to a rise in emissions from government the burning of wood. Policies introduced since then have helped reduce emissions from this source but there is further to go.

Research conducted by Defra over 2022-23 found that approximately 23% of households in the UK engaged in domestic burning. This includes 8% who burned indoors only, 11% who burned outdoors only, and 4% who did both. This is an increase from 2018-19, when 19% of households reported burning. This increase is largely driven by a rise in indoor burning, from 8% in 2018-19 to 12% in 2022-23 (combining those burning indoors only and those who did both). Although only approximately 1% of UK households use solid fuel as their primary source of heating, the government accepts that requiring these households to switch to another source of heating may be disproportionately expensive and disruptive.

Most indoor burning is accounted for by the use of either burners, stoves or enclosed fireplaces (65%) or open fireplaces (32%). Our research also suggests that solid fuel appliance use is relatively evenly spread across regions, apart from London where use is less common. Whilst prevalence of indoor burning tends to be higher in rural areas (23%), compared to urban areas (9%), overall, more burning occurs in urban areas due to higher population and housing density. Outdoor burning also contributes to poor air quality. However, we consider it disproportionate to introduce new restrictions on people's enjoyment of barbeques or outdoor events such as bonfire or firework nights.

The PM_{2.5} targets under the Environment Act 2021¹³ require PM_{2.5} concentrations in England to be reduced to no more than 10 micrograms per metre cubed (µg/m³) by 2040, and to reduce public exposure to PM_{2.5} by 35% by 2040, compared to a 2018 baseline. A new PM_{2.5} target in Wales is due to be set under the Environment (Air Quality and Soundscapes) (Wales) Act 2024 by February 2027. Scotland has adopted an annual objective for PM_{2.5} of 10µg/m³ which was achieved in 2020. Northern Ireland is considering implementing a new annual limit for PM_{2.5} in light of the recent World Health Organisation (WHO) guidelines, subject to public consultation and Ministerial approval.

A number of measures have been implemented to reduce emissions from domestic burning. Under the Clean Air Act 1993, and Clean Air (Northern Ireland) Order 1981, local authorities in England, Wales and Scotland, and district councils in Northern Ireland, can declare Smoke Control Areas (SCAs) covering some or all of their area, where it is an offence to emit smoke from a chimney of a building. If solid fuels are burnt within SCAs,

they must either be used in an approved appliance or be an approved fuel which can be used in non-authorised appliances (e.g. open fires).

Following feedback from local authorities, the Environment Act 2021 made changes to the SCA framework in England to streamline enforcement, including allowing councils to issue

fixed penalty notices (FPNs) to those contravening the rules, and granting local authorities the power to broaden the scope of their SCAs to include moored vessels, including inland waterway vessels such as canal boats. The Welsh Government made similar changes under the Environment (Air Quality and Soundscapes) (Wales) Act 2024. The Scottish Government has reviewed the Clean Air Act 1993 and identified four priority areas for domestic burning, which will be considered further as part of the development work for the next air quality framework for Scotland.

In addition, through the Air Quality (Domestic Solid Fuels Standards) (England) Regulations 2020 (“Domestic Solid Fuels Regulations”), fuel standards in England were improved. The Domestic Solid Fuels Regulations introduced restrictions on the sale of wet wood, limits on sulphur content and smoke emissions from MSFs, and phased out the sale of bituminous coal (traditional house coal) for burning in domestic premises in England. In Northern Ireland there is a commitment under the Energy Strategy – Path to Net Zero Energy¹⁴ to phase out coal and certain solid fuels for home heating.

Whilst these measures have helped reduce emissions and make progress towards meeting England and Wales’ PM_{2.5} targets, further action will need to be taken to be confident of meeting our long-term statutory targets and achieve public health benefits.

Overview of solid fuel burning policy proposals

This section seeks views on a package of policies to further reduce PM_{2.5} emissions from domestic solid fuel burning (including wood and MSFs).

On solid fuel appliances, including woodburning stoves, we are seeking views on a new stove emission limit and the introduction of a mandatory labelling scheme. On fuels, we are seeking views on mandatory health labelling.

Air quality is a policy area where responsibility is devolved and as such this is a joint consultation on behalf of the Scottish Government, the Welsh Government and the Department for the Economy and the Department of Agriculture, Environment and Rural Affairs in Northern Ireland. Further detail on the territorial application of each policy proposal has been provided.

Part 1 – Policies and Consultation Questions on new emission limits

New solid fuel appliance emission limits

There are currently a range of regulations solid fuel appliances must adhere to in order to be placed on the market in the UK such as the Ecodesign Regulations¹⁵¹⁶. Additionally, the Clean Air Act 1993 and Clean Air (Northern Ireland) Order 1981 set certain standards for solid fuel appliances if they are to be used with unauthorised fuels, such as wood, in Smoke Control Areas (SCAs) declared by local authorities/district councils (from this point known as 'local authorities') in England, Wales, Scotland and Northern Ireland.

Current stove standards permit a smoke emissions rate of no more than 5 grams per hour (plus 0.1g per 0.3 kW of output) of operation. Testing shows that the vast majority of new solid fuel appliances significantly outperform a standard of 3 grams of smoke (plus 0.1g per 0.3kW of output) per hour of operation. Therefore, we are consulting on a new smoke emission limit of 1 gram of smoke (plus 0.1g per 0.3 kW of output) per hour of operation for new solid fuel appliances. The proposed new smoke emission limit would apply to closed fronted solid fuel local space heaters and open fronted solid fuel local space heaters. Industry testing data suggests that 70% of stoves tested since 2018 would meet this new standard. To maximise the impact of this policy, we will look to improve the testing methodology by establishing one testing regime to meet a range of air quality needs including the new stringent emission limit. This proposed new standard would apply to placement on the market of new solid fuel appliances only. Solid fuel appliances which are already installed or placed into the market before any new legislation comes into force would not be affected.

To ensure an appropriate time period is allowed for industry to adapt to the new limits, we propose deferring the new standard coming into force for 3-5 years from the date new legislation is made.

In addition to reducing the emissions limits for solid fuel appliances, we plan to introduce regular retesting of solid fuel appliances after they have entered the market. Currently appliances are only tested when first entering the market. This is insufficient as changes in the manufacturing process could have an impact on emissions. Regular retesting of appliances on the market would provide assurance that appliances are still being produced to meet the specified requirements. There would be no requirement to retest appliances already installed.

This measure is expected to achieve an average annual abatement of 1.08 kilotonnes of PM_{2.5} over the 10-year period 2027-2036 (equivalent to a reduction of 1.9% of total UK PM_{2.5} emissions in 2023).

Territorial application

As Ecodesign rules applies differently in Great Britain and Northern Ireland, we propose to apply this new emission limit across Great Britain only. In Northern Ireland, the new limits would apply in Smoke Control Areas, as declared by district councils in Northern Ireland.

Part 2 – Policies and Consultation Questions on mandatory labelling proposals

New mandatory labelling scheme for solid fuel appliances

Solid fuel appliances (e.g. woodburning stoves) currently require an energy efficiency label, showing efficiency of heat output compared to the energy value of fuel added. This label contains no information about air pollutant emissions. There are however a number of voluntary industry led schemes which provide emissions information.

To provide customers with the information they need to make informed choices, including information about the health impacts of domestic burning, and to drive further innovation in the stove industry, we propose introducing a mandatory stove labelling scheme for new solid fuel appliances. The new label would be displayed alongside the existing energy efficiency label and include a rating scale feature reflecting the measured emissions of the product and the fuels for which its use has been tested.

The label would provide clear, standardised, and consistent information, available immediately at the purchase point, allowing consumers to compare models and make an informed decision on the cleanest product to buy. Appliances already on the market, as well as in people's homes, would not be affected by the new labelling. However, any appliance placed on the market after the date labelling became mandatory would need to comply. Appliances already in shops would be excluded from the new provisions. Many appliances are only tested with one type of fuel (usually wood) but are sold as "multi-fuel stoves", with accessories provided for burning other fuels. A clear label with the permitted fuel(s) listed on it would limit this practice and support cleaner burning.

We are consulting on a draft emissions label design. The key features of the draft label are:

- A-C rating scale – this is similar to the energy efficiency A-G scale, but used to indicate how polluting the appliance is
- Pictograms/text which depict the fuels the stove has been tested with and are permitted to be used

Clear statement Ecolabels could encourage greener choices as consumers may pay small price premiums for eco-labelled products. There is evidence¹⁷ that traffic light colour schemes (such as those used in the examples below) are effective at communicating environmental impact to consumers. There is, however, some evidence¹⁸ of a 'green halo effect' through which eco-labels enhance the perception of a product beyond what the eco-label describes (e.g. a carbon label could improve how people think about a product's safety). It may be beneficial for the introduction of these new labels to be accompanied by further education or communication campaigns to enhance the impact of the ecolabels. While evidence is limited, we understand that generally businesses show positive attitudes towards ecolabels and are willing to adopt them.¹⁹

Tackling air quality is a key element of the Government's mission to improve the nation's health. We understand that people who burn at home can engage with messaging about

the health impacts of domestic burning on themselves and their families. We are therefore proposing that the label should also contain a clear statement highlighting the impact burning solid fuels has on the health of individuals and their families.

This part of the label may look like the health statement in bold in the example provided below (or a variation of this): ***Please be aware that this appliance emits air pollution into and around your home which can harm your health***.

This option would require new legislation. The new labelling would be in addition to, not a replacement for, current labelling. If these proposals were taken forward, we would engage with industry to determine the final content and design of the label. The lead in time would need to be decided in consultation with industry as we are aware that packaging is ordered sometimes years in advance.

- about the health impacts of domestic burning

It is proposed that the enforcement body for the new labelling requirements would be Trading Standards of the relevant local authority in Great Britain. In Northern Ireland this measure would be voluntary only.

To ensure that penalties for non-compliance are proportionate to the size of the business, we propose introducing a range of penalties between £300-£2000. We are also considering introducing an increased penalty for repeat offenders to deter ongoing non-compliance. The proposed new regulations would also provide Enforcement Officers the powers to enter a premises at a reasonable time, inspect goods and require persons to provide information. Where enforcement action is required the enforcement authority would also be allowed to charge persons their costs incurred in performing their functions.

Territorial application

For emissions labelling, Schedule 6 of the Environment Act 2021 allows the UK Government to establish labelling schemes. The proposed labelling scheme would be implemented in Great Britain only under this Schedule with the agreement of the Scottish Government and the Welsh Government. Under the Windsor Framework, Northern Ireland is precluded from making this measure obligatory for stoves placed on the market, and therefore persons placing stoves on the market would not be subject to the aforementioned penalties. However, suppliers and sellers will still be able to apply emissions labelling to products on a voluntary basis.

Health labelling would likely require new legislation in order to apply across the UK with agreement from the Scottish Government, the Welsh Government and the responsible Department in Northern Ireland.

Mandatory health labelling for fuels

As set out earlier in this document, we are proposing mandatory health impact labelling on new appliances. We consider that it would be consistent to also add health impact labelling to fuel packaging. Tackling air quality is a key element of the government's mission to improve the nation's health. We understand that burners can engage with messaging related to the health impacts of domestic burning on themselves and their families. As domestic burners purchase fuels relatively frequently, labelling on these products could have more impact as it will provide a regular reminder that burning these fuels have a negative effect on the health of their family and their neighbours.

Below are some examples of label designs for illustrative purposes only:



Example A



Example B

The lead in time would need to be decided in consultation with industry as we are aware that packaging is ordered sometimes years in advance. If these proposals were taken forward, we would engage with industry and eNGOs to determine the final content and design of the label.

Territorial application

This option would likely require new legislation in order to apply across the UK with agreement from the Scottish Government, the Welsh Government and the responsible Department in Northern Ireland.

Part 3 – Policies and consultation questions on increasing enforcement penalties

At present, the sale and supply of coal, wood and manufactured solid fuels is regulated in England by the Air Quality (Domestic Solid Fuels) (England) Regulations 2020.

There are currently no corresponding restrictions in Scotland or Wales or Northern Ireland outside declared Smoke Control Areas.

The Domestic Solid Fuels Standards introduced restrictions on the sale of certain fuels for use in domestic dwellings. In May 2021, the legislation introduced restrictions on wood sold in volumes less than 2m³ in England requiring it to have a moisture content of 20% or less. There is also a restriction on supplying wood above 2m³ without a notice relating to moisture content (reg 8 DSF Regs). At the same time, it also became unlawful to sell MSFs that emitted smoke at a rate of 5g or more per hour and had a sulphur content of 2% or more. In addition to this, from May 2021, the supply of bituminous coal (traditional house coal) began to be phased out for use in domestic dwellings; the sale of this fuel for use for domestic burning purposes has been unlawful since May 2023.

Domestic Solid Fuels Regulations Enforcement

Currently the Domestic Solid Fuels Regulations allow a £300 Fixed Penalty Notice (FPN) to be issued to fuel manufacturers, suppliers, distributors or retailers who breach the law by supplying fuels which are not compliant with the regulations. It also provides a criminal option, allowing an unlimited fine through the courts when local authorities consider this appropriate, including for repeat offenders.

Evidence suggests that there is high overall compliance with the regulations by industry, but enforcement as reported by local authorities is low²⁰. We have had reports from suppliers that the FPN amount (£300) may not be a sufficient deterrent as it is lower than the cost of joining the Ready to Burn certification scheme. The initial cost for Ready to Burn certification for wood is around £550 with annual recertification fees of around £400 (both including VAT) for larger businesses. Smaller businesses pay around £325 pa, with charities paying around £260 pa. For MSFs, the new fuel application fee is £950 + VAT, and the annual recertification fee is £475 + VAT.

We are consulting on increasing the penalty for breaches of the Domestic Solid Fuels Regulations by suppliers. The current penalty is £300, we are proposing increasing this up to £2000. This is proportionate to the certification fee and the harm caused by poor air quality. We are also considering introducing an increased penalty for repeat offenders to deter ongoing non-compliance.

We would expect enforcement to increase under this option, likely leading to an increase in the number of FPNs issued. This option would require new legislation to amend the Domestic Solid Fuels Regulations.

We would expect the direct benefits in terms of air quality to be low in terms of kilotonnes of PM_{2.5}. In general, we would expect this to drive up compliance with the current regulations.

The proposed penalty applies to contraventions of the Domestic Solid Fuels Regulations and any future extension of them.

Territorial application

The Air Quality (Domestic Solid Fuel) (England) Regulations 2020 apply in England only. There are currently no equivalent restrictions in Scotland, Wales or Northern Ireland. The Welsh Government is interested in consultation responses on this measure for information purposes as there are no regulations of this kind in Wales and is not looking to progress policy on this immediately following consultation. DAERA and DfE are content to join a fact-finding consultation on this measure to support policy development in Northern Ireland but are not looking to progress policy on this immediately following consultation. The most likely territorial extent of the increased fixed penalty notice under the extended Regulations is England only.

Glossary

This Glossary provides definitions for technical and other terms used in this consultation.

Approved appliance – an appliance which has been certified as meeting relevant emission limits, and which is allowed for burning unauthorised fuels in a Smoke Control Area (SCA)

Approved fuel – (or an authorised fuel) is a fuel which has been certified as meeting relevant emission and sulphur content limits, and is allowed for use on any appliance in a Smoke Control Area (SCA).

Coal – a naturally mined mineral product which is burned to generate heat. This includes bituminous coal, also known as traditional house coal. Sale of this type of coal is banned for domestic use.

Concentrations – the amount of a pollutant present in the atmosphere at any given time

(may be averaged over a period of time, for example 24 hours or 1 year).

Ecolabel - the practice of marking products with a distinctive label so that consumers know that their manufacture conforms to recognized environmental standards

Emissions – the amount of a pollutant released into the atmosphere.

Fine particulate matter / PM_{2.5} – airborne particles (solid or liquid) which have an aerodynamic diameter of no more than 2.5 micrometres in any dimension.

Manufactured Solid Fuels (MSFs) – a fuel manufactured from coal, wood, plant-derived materials, waxes or petroleum products with other ingredients, for the purposes of combustion in domestic premises in England, but does not include an exempt fuel. These fuels must meet emissions standards and sulphur content limits to be sold for domestic use in England.

Open fire – an opening in a wall or other structure of a building in which a fire is lit, usually with a chimney to remove smoke. Only authorised fuels can be used in open fires in Smoke Control Areas.

Smoke Control Area (SCA) – an area declared by a local authority under the Clean Air Act 1993, in which extra restrictions on solid fuel burning apply.

Stove/solid fuel appliance – an enclosed space heater which (in the context of this consultation) burns solid fuel to generate heat, including, for example, wood burning stoves.

Sulphur – a chemical element found in many petroleum products. Forms sulphur dioxide, an acidic gas, when burned.

Wood – a natural fuel obtained from felled trees. Must be dried to 20% moisture content or below to be sold in volumes of below 2 cubic metres in England.

Consultation on Solid Fuel Burning - taking action to reduce fine particulate matter and smoke emissions. Response from LCCC in red.

1. Would you like your response to be confidential?
No
2. If you answered yes to this question, please give your reason(s).
3. What is your name?
– Environmental Manager
4. What is your email address?
[@lisburncastlereagh.gov.uk](mailto:lisburncastlereagh.gov.uk)
5. In which part of the United Kingdom are you based?
Northern Ireland
6. Which part of the UK are you primarily interested in?
Northern Ireland
7. Who are you responding as (select one option only)?
Public body or local authority
8. If you are responding on behalf of an organisation, what is its name?
Lisburn & Castlereagh City Council
9. Do you feel the proposed new emissions limit of 1g per hour (plus 0.1g per 0.3 kW of output) for stoves is appropriate?
Yes.
10. If no, please explain what you feel the emissions limit should be and why
What should the emission limit be (and why)
We believe that Northern Ireland must facilitate the same level of air quality improvements as the other regions and would call on Government to issue a 'Clean Air Strategy for Northern Ireland' and to incorporate measures to address (amongst a broad range of issues) the most-polluting domestic burning, quality issues with solid fuels and the enforcement powers available to local authorities.

11. Do you have any comments on the impact (positive or negative) resulting from the proposed new standard? This could be in terms of air quality, human health, the economy or the stove industry, for example.

We would expect that any resultant reduction in emissions will have a positive health impact upon local populations. Given that the large majority of existing new stoves can meet this standard it appears to be unlikely to create a significant problem for stove manufacturers.

12. To what extent do you agree or disagree that a 3 – 5 year timescale for the new limits coming into force following new legislation is appropriate?

Agree.

13. If you disagree, please explain why and give your views on an alternative timeframe

Alternative timeframe views:

This is a reasonable timeframe for design adaptations given that the new regulations would not apply to stoves already on the market at commencement.

14. Do you have a view on which standard or regime could be used for a single testing regime for appliance emissions?

A single testing regime should be based on UK Defra standards aligned with European standards or Ecodesign methodologies. This ensures consistent testing, reproducibility, and transparency for manufacturers, enforcement bodies, and consumers.

15. To what extent do you agree or disagree that solid fuel appliances should be subject to periodic retesting after being on the market, to ensure continued compliance with air quality and efficiency standards?

Agree

16. If you put agree or strongly agree, how often do you think retesting should be carried out?

Every 5-6 years

17. To what extent do you agree or disagree with the introduction of a mandatory labelling scheme for solid fuel appliances?

Agree.

18. Please provide further detail to support your response

Purchasers of new stoves should be provided with sufficient information to allow them to make decision based upon each device's polluting potential. The general consumer has become much more conscious of environmental impacts and such

information is available on food, cars and other consumer products. We believe it is entirely appropriate such information should be on a solid fuel combustion device. We note that Northern Ireland are precluded from such mandatory labelling. Northern Ireland should therefore seek and encourage the uptake of voluntary labelling. To be successful this is likely to require the Department to fund some engagement work with the industry and manufacturers.

19. To what extent do you agree or disagree that the example label above effectively communicates information about the air pollution emissions of a solid fuel appliance?

Strongly agree.

20. Please provide further detail to support your response.

The label is clear but could be enhanced with colour coding or icons to indicate emissions class for easier consumer interpretation.

21. To what extent do you agree or disagree that the example label effectively informs consumers about the fuels permitted for use in a given solid fuel appliance?

Agree.

22. Please provide further detail to support your response.

Including clear fuel information helps prevent misuse of appliances, reduces emissions, and supports consumer compliance. Additional guidance for less common fuel types could be provided via QR codes linking to online resources. We believe that additional information should be provided to advise users that, for example, "The use combustion of other materials such as wet or treated wood is likely to give rise to significantly higher emissions".

23. To what extent do you agree or disagree that health labelling should be mandatory on solid fuel appliances?

Agree.

24. Please provide any evidence you have to support your response.

We believe this must be mandatory across the industry to ensure a consistent message to consumers. Evidence shows public awareness of health impacts from PM2.5 exposure is limited. Health labelling provides a tangible reminder of associated risks, promoting safer behaviours and informed decision-making.

25. To what extent do you agree or disagree that the example label above effectively conveys that there are health impacts of using solid fuels appliances to consumers?

Agree.

26. Please provide further detail to support your response.

The label conveys risk but could be strengthened with explicit mention of cardiovascular and respiratory conditions to emphasize severity.

27. To what extent do you agree or disagree that the health statement “Please be aware that this appliance emits air pollution which can harm your health” is appropriate?

Agree.

28. N/A

29. Are there any additional elements or considerations which you think should be included in the labelling specification or design?

Yes

30. If yes, what considerations you think should be included in the labelling specification or design?

Whilst it is not possible to detail the potential adverse effects of ambient and indoor air pollution from the combustion of solid fuels, this short line highlights the issue. Consideration may be given to a link to where a consumer may be able to find additional information. Additional considerations:

- QR code linking to guidance on low-emission fuels and appliance operation.
- Colour-coded emission rating for instant consumer understanding.
- Advice on appliance maintenance to reduce emissions.

31. Do you agree or disagree that Trading Standards should be the enforcing body for the proposed labelling requirements?

Agree.

32. If disagree, please provide further detail to support your response.

Again it is noted that Northern Ireland will not have the opportunity to benefit from these proposals at this time other than from a voluntary uptake from industry. Trading Standards (GB) have existing powers and experience enforcing product standards.

23. To what extent do you agree or disagree that a range of penalties between £300-£2000 should be used for breaches of the proposed new labelling requirements?

Disagree.

34. If you disagree, please provide alternative options

It is recommended that the requirements are structured to ensure industry compliance. The offence should be not at an individual wholesaler or retail

supplier and should be upon the manufacturer or importer. The penalties should be substantially higher but with an appropriate lead-time as mentioned to ensure industry compliance. In order to aid enforcement the option of a Fixed Penalty Notice should be available.

35. To what extent do you agree or disagree that an increased penalty within the proposed range of £300-£2000 for repeat offenders should be introduced to deter continued non-compliance?

Disagree.

36. Please provide further detail to support your response

We believe that overall penalties should be higher and that subsequent offences should be dealt with by the Courts. Repeat offenders should face escalated penalties to reinforce compliance and prevent circumvention of regulations

37. To what extent do you agree or disagree that the enforcing body should be able to enter a premises at a reasonable time, inspect goods and require persons to provide information?

Strongly agree.

38. Please provide further detail to support your response.

We believe that an appropriate range of enforcement powers should be available and in-line with other powers available in respect of commercial and industrial premises.

39. To what extent do you agree or disagree that the enforcement authority should be allowed to charge persons the costs incurred in performing their functions?

Neither agree nor disagree.

40. Please provide further detail to support your response.

It is assumed that no additional resources shall be provided to enforcing authorities to support these regulatory functions, therefore options to recover costs would be beneficial. However, this is not an effective means of planning and resourcing regulatory effort. Therefore, we would re-iterate the view that the regulations must be designed to encourage broad industry compliance rather than relying upon offences being detected by enforcement officers.

41. To what extent do you agree or disagree that health labelling should be mandatory on solid fuel packaging?

Agree.

42. Please provide any evidence you have to support your response.

It is consistent to applying such a label to fuels if it is applied to appliances.

43. Are there any additional elements or considerations which you think should be included in the labelling specification or design?

Yes

44. If yes, please provide details of the other elements or considerations you think should be included in the labelling specification or design

We believe that the label should consider indoor and ambient air pollution effects associated with solid fuels. We also believe that some reference to sources of additional information should be included.

45. Which of the following health statements do you prefer, and why?

Option C: Burning solid fuels to heat your home can lead to debilitating health conditions, including cardiovascular disease and asthma, which can result in premature death.

46. Please give a reason for your choice.

We believe that the higher-impact messaging is consistent with other public health messaging utilised in Government advisories.

47. If you would prefer an alternative health statement, please provide this and give your reasoning.

No response.

48. To what extent do you agree that increasing the fixed penalty notice for suppliers under the Domestic Solid Fuels Regulations would deter non-compliance?

Strongly agree.

49. What do you think the cost of a fixed penalty notice should be for suppliers breaching the Domestic Solid Fuels Regulations?

£1000

50. To what extent do you agree that an increased penalty for repeat offenders should be introduced to deter continued non-compliance?

Strongly agree.

51. Please provide further detail to support your response.

Repeat offenders undermine regulation credibility; escalating penalties help maintain compliance across the market.

52. Do you have any additional evidence, data, or relevant information that should be considered by Defra to inform the development of these policies?

We again note that Northern Ireland does not current benefit from new domestic solid fuel regulations nor these further improvements to that regime. We again request a new 'Clean Air Strategy for Northern Ireland'.

The trade in solid fuels extends beyond regions and particularly so where a cost-differential exists. We would suggest that DEFRA should consider additional regulation to ensure that only compliant fuels are handled in ports. We believe that a comprehensive system of registration and compliance testing is required to ensure the quality and suitability of solid fuels for burning in domestic/urban situations. This is especially true of manufactured fuels where the constituent products of the material is known to vary depending upon the availability and the price of raw materials. A system which still only requires a one-off approval at first placing on the market is unlikely to be effective in such a dynamic manufacturing environment.

We also believe that consistency across the regions and at points of import are crucial to prevent non-compliant businesses from exploiting financial differences and thereby under-cutting legitimate, compliant traders.

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| Committee: | Environment & Sustainability |
| Date: | 6 May 2026 |
| Report from: | Head of Service - Environmental Health, Risk and Emergency Planning |

| | |
|------------------|--------------------------------------------------------------------------|
| Item for: | Noting |
| Subject: | Annual Review of The Landlord Registration Scheme since Transfer to LCCC |

| | |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.0 | Background and Key Issues |
| 1.1 | The Environment & Sustainability Committee has received periodic updates on the progress of the Landlord Registration Scheme since transfer of the function from Department for Communities in March 2025. The most recent update was provided in January 2026. |
| 1.2 | Landlord Registration is a statutory requirement for all landlords operating within the Private Rented Sector in Northern Ireland. Landlords must register both their personal details and information relating to their rental properties. The Scheme is self-financing through the landlord paying a registration fee of £70 (or £80 for non-electronic registration) which is payable every three years. As registrations operate on a three-year cycle, income levels vary between financial years. Surplus income generated in higher-registration years is used to offset lower-income years, ensuring the Scheme remains financially sustainable without requiring contributions from councils. It provides free support and guidance to landlords and offers limited public access to registration information. Councils' enforcement teams are the primary users of the data held by the Registrar, particularly in relation to their duties under the Private Tenancies Order. |
| 1.3 | As the Scheme has now completed its first full financial year under LCCC management, it is appropriate that a further update be presented to the Committee. This will subsequently be shared with all Northern Ireland councils to support accountability and transparency. |
| 1.4 | The Department for Communities (DfC), which previously managed the Scheme until March 2025 and retains legislative responsibility, requires the Registrar to submit an annual return each April. This return includes statistical and financial information for March 2025 and for the period April 2025 to March 2026. The Return is attached as Appendix 5 EH for Members' information. |
| 1.5 | Approximately 5% of all currently registered landlords are new registrations since March 2025. |
| 1.6 | One of the key reasons for transferring the Scheme to councils was to improve compliance and to gain a better understanding of the challenges faced by landlords. This enables the provision of more targeted advice and support. |
| 1.7 | A critical early task has been updating the data inherited from the Department. This involved making contact with landlords and letting agents to verify or update their information. Accurate data is essential for councils to contact landlords and undertake effective enforcement activity. |

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| 1.8 | <p>To support increased compliance, the Department initiated a Data Matching Exercise in February 2025 in partnership with the NI Audit Office, Land & Property Services (Rates Division), and Universal Credit. The National Fraud Initiative compared data from these sources with that held by the Landlord Registration Scheme. In February 2026, the new Landlord Registration team received a list of more than 74,000 privately rented properties that appeared to be unregistered. While some properties may belong to the same landlord or may have been registered since the data was extracted, this represents a significant opportunity to improve compliance and strengthen the Scheme's role in supporting housing standards.</p> |
| 1.9 | <p>The Landlord Registration team will contact these landlords in the first instance and provide support to encourage registration. Where landlords fail to comply, the relevant council will be notified to consider enforcement action. This programme will be phased over approximately 14 months and supported by a communications campaign.</p> |
| 1.10 | <p>Since the transfer, Councils have highlighted the need for improved communication with landlords and tenants regarding registration requirements and the rights and responsibilities of each party. In response, the registration team has been asked to produce an information leaflet for use by enforcement officers when investigating unregistered properties. This project is ongoing and we would expect completion by November 2026.</p> |
| 1.11 | <p>DfC has recently launched a consultation on proposed amendments to the Landlord Registration Scheme (Northern Ireland) 2014 Regulations. These amendments include the formal appointment of LCCC as Registrar. This will allow LCCC to establish new Data Sharing Agreements with all authorised bodies and officers, including enforcement teams across the 11 councils.</p> |
| 1.12 | <p>The Landlord Registration team will continue to consult with local councils through the Environmental Health NI group, and this will include discussions as to how to utilise any surplus income generated from the Scheme in future years. The Forward Work Plan for 2026/2027 is attached as Appendix 6 EH.</p> |
| 2.0 | <p><u>Recommendation</u></p> <p>It is recommended that the committee notes the content of the report and:</p> <ul style="list-style-type: none"> • the annual statistical and financial report of the Landlord registration Scheme NI for 2025/2026; and • the work plan for the Landlord Registrar for 2026/2027. |
| 3.0 | <p><u>Finance and Resource Implications</u></p> <p>Not applicable.</p> |
| 4.0 | <p><u>Equality/Good Relations and Rural Needs Impact Assessments</u></p> |
| 4.1 | <p>Has an equality and good relations screening been carried out? Update Paper - n/a</p> |
| 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>A screening will be carried out on the wider project at the appropriate time; however, the specification for this product has</p> |

made mitigations to meet equality screening criteria including Website Content Accessibility Guidelines.

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| 4.3 | Has a Rural Needs Impact Assessment (RNIA) been completed? | Update Paper - n/a |
| 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>A screening will be carried out on the wider project at the appropriate time.</p> | |
| Appendices: | | <p>Appendix 5 EH - Landlord Registration Scheme NI Annual Return</p> <p>Appendix 6 EH - Forward Work Plan for 2026/2027</p> |



Appendix 5 EH

Landlord Registration Scheme NI – Annual Return from LCCC to DfC

| March 2025 (Figures taken on 1 st April 2025) | Figures: | Additional Comments: |
|--------------------------------------------------------------------------------------------------------|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. How many landlords were registered within this period? | 410 | This figure relates to new registrations in March 2025 only. |
| 2. How many properties were registered within this period? | 91,541 | This figure is higher than the one held by DfC prior to transfer due to the new system detailing all properties and differentiating between properties owned by multiple owners. |
| 3. What is the total number of landlords registered within this period? | 41,960 | This is the figure of total landlords on the register as on 1 st April 2025. |
| 4. How many renewals took place in this period? | 472 | |
| 5. How many landlords deregistered from the scheme? | Unknown | This information was not available for March 2025 as it was not specifically collected immediately after transfer. |
| 6. How many agents are registered at end of this period? | 713 | Some of these agents included family members or trusted friends who act on behalf of a landlord rather than an estate agent. The move to calling the former a representative, resulted in the number of agents registered being reduced after March 2025. |
| 7. What were the total fees received from the LRS for this period? | £45,590 | |
| 8. What is the total expenditure for the operation of the LRS in this period? | £42,355.73 | This includes salaries, contracts, credit card charges and postage. |
| 9. Provide a breakdown of the contracts and their fees for this period, including any details of note. | | <p>There are 4 annual contracts associated with the management of the Landlord Registration Scheme NI – three are detailed below as the IT support contract did not come into effect until July 2025 as this was covered through the initial build contract.</p> <p>Contracts Total for March 2025 = £14,268.36</p> |



Appendix 5 EH

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| | <p>Mediation Service – Free service to assist landlords and tenants resolve issues with their tenancy agreements without going to court. Measure to prevent homelessness.</p> <p>Landlord Advice Helpline – Free service for registered landlords who need additional support or guidance with their legal responsibilities and to find out who to speak to regarding non-council related issues, e.g. rates discount. This service frees up resource within the LRS team and enforcement teams. It is impartial advice where landlord can more freely raise concerns without fear of enforcement action.</p> <p>NI Direct – Call centre that assists with registration and renewal of landlords.</p> |
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Appendix 5 EH

Landlord Registration Scheme NI – Annual Return from LCCC to DfC

1 April 2025 to 31 March 2026

(Figures taken on 1st April 2026)

| | Figures: | Additional Comments: |
|-------------------------------------------------------------------------|-----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. How many landlords were registered within this period? | 4,381 | This is the number of new registrations within this financial year. |
| 2. How many properties were registered within this period? | 89,915 | |
| 3. What is the total number of landlords registered within this period? | 42,070 | |
| 4. How many renewals took place in this period? | 6,328 | This is the number of landlords who renewed their accounts within this financial year. |
| 5. How many landlords deregistered from the scheme? | 4,311 | These are landlords who actively deregistered from the Scheme during this financial year. Landlords who not actively deregister but expire are made inactive after three months and deleted completely 12 months from their registration end date. |
| 6. How many agents are registered at end of this period? | 364 agencies registered with 379 agents registered. | <p>Previously any person wishing to assist a landlord register and manage their account, registered as an agent.</p> <p>However, this was replaced by the 'Representative' section being added to a landlord's profile page meaning that agents registered are on the whole professional letting or estate agents.</p> <p>Some of these agents included family members or trusted friends who act on behalf of a landlord rather than an estate agent. After April 2025, those who fall in the former category are now referred to as a Representative and their details have been moved to that section, with estate or letting agents being registered via the agency portal. This has reduced the number of agents registered.</p> <p>Each estate agency has now one main account with the option to associate letting agents to their account.</p> |



Appendix 5 EH

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| <p>7. What were the total fees received from the LRS for this period?</p> | <p>£728,860</p> | |
| <p>8. What is the total expenditure for the operation of the LRS in this period?</p> | <p>£406,363</p> | <p>This includes all expenditure associated with the management of the Landlord Registration Scheme.</p> <p>It should be noted that the total costs for the IT system to date is £304,567 and is excluded from this expenditure. £192,951 of this funding was provided through a DfC Grant and £111,616 provided from the balance of registration fee in 2024/2025 that transferred in March 2025.</p> |
| <p>9. Provide a breakdown of the contracts and their fees for this period, including any details of note.</p> | | <p>Individual totals not provided as this information is commercially sensitive, with some of these contract due to be procured within this financial year.</p> <p>Total for the following contracts = £204,075.39</p> <p>Mediation Service – Free service to assist landlords and tenants resolve issues with their tenancy agreements without going to court. Measure to prevent homelessness.</p> <p>Landlord Advice Helpline – Free service for registered landlords who need additional support or guidance with their legal responsibilities and to find out who to speak to regarding non-council related issues, e.g. rates discount. This service frees up resource within the LRS team and enforcement teams. It is impartial advice where landlord can more freely raise concerns without fear of enforcement action.</p> <p>NI Direct – Call centre that assists with registration and renewal of landlords.</p> <p>IT Contract - This is the annual support contract for the website and registration portal only. The build and development of the IT system is seen as capital spend and separate to this contract amount. Details of Capital spend for the LRS system has been detailed in response to question 8.</p> |

Commented [MC1]: Removed figure and referenced year only.

Forward Work Plan - Landlord Registration Scheme 2026/2027

*KPI = Key Performance Indicator as set by the Department for Communities (DfC) within the Memorandum of Understanding for the transfer of the Landlord Registration Scheme function.

- i) Complete procurement for a new communications strategy, to allow LRS team to meet **KPI 7*** two separate initiatives to promote the LRS and educate landlords on their roles and responsibilities. Namely by:
 - Use of social media and traditional advertising to increase awareness and compliance of Scheme, also to highlight relevant consultations or other areas relevant to landlord but not specifically LRS related
 - Review of website content to be provide landlords with practical advice
 - Newsletter
- ii) Update registration portal in line with regulation reform and feedback from end users (landlords, agencies & enforcement teams)
- iii) Data Matching Exercise Procedure:
 - Working with councils to roll out correspondence to landlords
 - Devise an operational plan to stagger the release of letters and manage responses
- iv) To meet **KPI 8*** stating that by 2027, the LRS team will have developed a pilot scheme, including governance arrangements, with other councils with a plan to increase compliance. This will be achieved through:
 - the production of a leaflet for use by enforcement officers
 - the use of reports to target landlords who guidance with Fitness of Certificates or have stated that one or more of their properties do comply with Health & Safety obligations
- v) To meet with **KPI 6*** stating that results from a customer experience survey to capture an 80% customer satisfaction rate (to include neutral responses) with regards to finding information desired on the website and ease of use of the new registration portal, a survey will issue via social media, a option to complete a survey after complete registration/renewal and collating feedback gathered through the website.
- vi) Formalise processes, legal advice, contract management and governance arrangements with other councils.

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| Committee: | Environment & Sustainability Committee |
| Date: | 6 May 2026 |
| Report from: | Head of Service - Environmental Health, Risk and Emergency Planning |

| | |
|------------------|----------------------------------------------------------------------|
| Item for: | Decision |
| Subject: | The Landlord Registration Scheme Regulations (Northern Ireland) 2026 |

| | |
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| 1.0 | Background and Key Issues |
| 1.1 | The Environmental Health, Risk and Emergency Planning Service Unit has received a Consultation document from the Department for Communities (DfC) relating to Draft Regulations, associated Guidance and an Equality Impact Assessment on amendments to The Landlord Registration Scheme Regulations. The Consultation closes to councils on 8 June 2026. The Draft Regulations, Consultation guidance document, Screening documents and Draft Consultation Response are attached as Appendix 7 EH , Appendix 8 EH , Appendix 9 EH and Appendix 10 EH respectively for Members' information and consideration. |
| 1.2 | The Landlord Registration Scheme Regulations (Northern Ireland) 2014 currently in operation make it a legal requirement for any landlord who provides accommodation in the Private Rented Sector to register with the Scheme. Under this Scheme, landlords are required to provide up-to-date contact details as well as details about the rental properties in their portfolio. Registration costs £70 (or £80 if registering by a hard copy application) and is valid 3 years. |
| 1.3 | As part of the transfer of the Landlord Registration Scheme to local council, the DfC committed to review the Regulations introducing amendments that continue their intention to improve standards of the privately rented houses in Northern Ireland. |
| 1.4 | The amendments, in addition to the formal appointment of Lisburn & Castlereagh City Council as the Registrar, will require a landlord to declare that each property meets with the following legal standards, in addition to the existing conditions of registration: <ul style="list-style-type: none"> i. Fitness for human habitation ii. Smoke, heat and carbon monoxide alarms iii. Electrical safety checks iv. Gas safety checks v. Energy Performance Certificates |
| 1.5 | The amendments extend the list of authorised bodies who can access this information, specifically to include the Health and Safety Executive NI for the purposes of reviewing landlords with gas fitted in the property. |
| 1.6 | The additional information requested at a property level aligns with other pieces of legislation and asks a landlord to confirm they are aware of their responsibilities at the point of registration/renewal. Non-compliance will not prevent a landlord from registering and registering will enable the landlord to receive support and advice on how to become compliant. If a landlord continues to be non-compliant the local council's enforcement team will be able to use this additional information to proactively intervene. |

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| 1.7 | Our consultation response stresses the importance of the Department providing clear, practical and unambiguous guidance for landlords so they can fully understand what it means to be compliant and how this information can be used. | |
| 1.8 | This consultation has been reviewed by the council's enforcement team, who are in agreement with the comments set out in this response. It is understood that a formal submission on behalf of all councils will be coordinated through Environmental Health NI, with additional emphasis on the specific requirements of enforcement teams. | |
| 1.9 | Overall, the Department's aim of strengthening the Landlord Registration Scheme and improving standards in the private rented sector is welcomed by the Landlord Registration team at Lisburn & Castlereagh City Council. With adequate support for landlords and councils, these amendments have the potential to deliver meaningful improvements for tenants and the wider private housing sector. | |
| 2.0 | <p><u>Recommendation</u></p> <p>It is recommended that the committee approves:</p> <ul style="list-style-type: none"> the consultation response document in relation to Landlord Registration Scheme Regulations (Northern Ireland) 2026 (attached as Appendix 10 EH) to be submitted to DfC as the council with responsibility for the management of the Scheme. | |
| 3.0 | <p><u>Finance and Resource Implications</u></p> <p>Not applicable.</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 by DfC |
| 4.2 | <p>Brief summary of the key issues identified and proposed mitigating actions or rationale why the screening was not carried out. A screening will be carried out on the wider project at the appropriate time, however the specification for this product has made mitigations to meet equality screening criteria including Website Content Accessibility Guidelines.</p> | |
| 4.3 | Has a Rural Needs Impact Assessment (RNIA) been completed? | Yes by DfC |
| 4.4 | <p>Brief summary of the key issues identified and proposed mitigating actions or rationale why the screening was not carried out. A screening will be carried out on the wider project at the appropriate time.</p> | |
| <p>Appendices:</p> | <p>Appendix 7 EH - The Landlord Registration Scheme Regulations (Northern Ireland) 2026 Draft Regulations</p> <p>Appendix 8 EH - Consultation guidance on The Landlord Registration Scheme Regulations (Northern Ireland) 2026</p> <p>Appendix 9 EH - Screening documents</p> <p>Appendix 10 EH - Draft Consultation Response on The Landlord Registration Scheme Regulations (Northern Ireland) 2026</p> | |

Regulations laid before the Assembly under Articles 65A(1) and (2) and 72(1) of the Private Tenancies (Northern Ireland) Order 2006, for approval by resolution of the Assembly.

DRAFT STATUTORY RULES OF NORTHERN
IRELAND

2026 No.

LANDLORD AND TENANT

**The Landlord Registration Scheme Regulations (Northern
Ireland) 2026.**

Made

Laid before the Assembly

Coming into force

The Department for Communities, in exercise of the powers conferred by Article 65A(1) and (2) and Article 72(1) of the Private Tenancies (Northern Ireland) Order 2006, makes the following Regulations.

Citation and commencement

1. These Regulations may be cited as the Landlord Registration Scheme Regulations (Northern Ireland) 2026 and come into operation on day month 2026.

Interpretation

2. In these Regulations—

“authorised officer” means an officer of a district council, the Department of Finance, the Department for Communities, the Northern Ireland Housing Executive or the Health and Safety Executive for Northern Ireland authorised in writing for the purpose of regulation 9;

“landlord” includes a person acting on behalf of the landlord in relation to a tenancy;

“the register” means the register of landlords of dwelling-houses let under a private tenancy;

“the registrar” means Lisburn and Castlereagh City Council.

Requirement to register

3.—(1) A landlord letting a dwelling-house must register with the registrar in accordance with paragraph (2).

(2) A landlord must—

- (a) provide the information and make the declarations set out in Schedule 1; and
- (b) at the same time, pay the fee specified in Schedule 3.

Timing of registration

4. A landlord must register in accordance with regulation 3 immediately prior to the letting of a tenancy.

Period of registration and continued registration

- 5.—(1) Registration under regulation 3 is for a period of 3 years.
- (2) At the end of each 3 year period, a landlord must—
- (a) supply to the registrar such information as may be necessary to ensure that the information supplied for the purposes of regulation 3 is accurate at the date of that supply;
 - (b) re-make the declarations contained in Schedule 1; and
 - (c) pay the fee for continued registration specified in Schedule 3.

Functions of the registrar

6. The registrar must—
- (a) develop and maintain a landlord registration system capable of both electronic and non-electronic operation which—
 - (i) allows for the disclosure of information to persons specified in regulation 9; and
 - (ii) enables a landlord to make amendments or adjustments to registered details held.
 - (b) promote and publicise the requirement of a landlord to register
 - (c) provide guidance on how the registration system works and how to register;
 - (d) make available the information held on the register under Schedule 2;
 - (e) on completion of the process of registration, issue a certificate of registration containing the—
 - (i) landlord's name and address;
 - (ii) landlord's registration number;
 - (iii) period of registration;
 - (f) ensure a landlord is notified—
 - (i) 4 weeks in advance of the expiry date held on their current registration certificate of the conditions to be satisfied for continued registration; and
 - (ii) that, where the landlord fails to satisfy the conditions for continued registration by the expiry date on the current registration certificate, the landlord is no longer a registered landlord.

Fees

- 7.—(1) The fees payable for registration and continued registration are specified in Schedule 3.
- (2) A person who is the owner of a house in multiple occupation which is licensed under the Houses in Multiple Occupation Act (Northern Ireland) 2016 is not liable to pay a fee under regulation 3.

Evidence of registration

8. Where a landlord is registered in accordance with regulation 3, the landlord must include the landlord's registration number in correspondence insofar as the correspondence relates to the discharge of the landlord's functions as a landlord.

Disclosure of information to certain bodies

9. Information held by the registrar and not included on the register must, on request from an authorised officer, be disclosed to—
- (a) a district council for the purposes of its functions under—
 - (i) Article 54 of the Rent (Northern Ireland) Order 1978;
 - (ii) the Private Tenancies (Northern Ireland) Order 2006;

- (iii) the Houses in Multiple Occupation Act (Northern Ireland) 2016;
- (b) the Department of Finance for the purposes of its functions under—
 - (i) the Rates (Northern Ireland) Order 1977;
 - (ii) the Rates (Capital Values etc) (Northern Ireland) Order 2006;
- (c) the Department for Communities for the purposes of—
 - (i) Welfare Supplementary Payments paid in respect of the application of the Benefit Cap;
 - (ii) the administration of the housing element of Universal Credit;
 - (iii) assisting the Department in the development of housing policy and legislation;
- (d) the Northern Ireland Housing Executive for the purposes of the administration of housing benefit;
- (e) the Health and Safety Executive for Northern Ireland for the purposes of its functions under regulation 36 of the Gas Safety (Installations and Use) Regulations (Northern Ireland) 2004.

Revocation

10. The Landlord Registration Scheme Regulations (Northern Ireland) 2014 are revoked.

Transitional provision

11.—(1) Paragraphs (2) to (5) apply to a person who immediately prior to the coming into operation of these Regulations was registered as a landlord under the Landlord Registration Scheme Regulations (Northern Ireland) 2014 (“the 2014 Regulations”).

(2) A person to whom paragraphs (2) to (5) apply is to be treated as registered as a landlord under these Regulations until the end of the period that the person would have remained registered as a landlord under the 2014 Regulations had these Regulations not been made; and the effect of regulation 5(1) in relation to the person is modified accordingly.

(3) In relation to a person to whom paragraph (2) to (5) apply, regulation 5(2) has effect as follows—

- (a) in the chapeau, “the end of each 3 year period” includes the end of the 3 year period referred to in paragraph (2);
- (b) in sub-paragraph (a), “information supplied for the purposes of regulation 3” includes information supplied for the purposes of regulation 3 of the 2014 Regulations other than information supplied for the purposes of paragraph 1(g) of Schedule 1 to the 2014 Regulations;
- (c) the obligation in sub-paragraph (a) includes the obligation to supply the information required in paragraph 1(g) of Schedule 1 where it has not been supplied before;
- (d) the obligation in sub-paragraph (b) includes the obligation to make the declarations contained in Schedule 1 where they have not been made before.

(4) In relation to a person to whom paragraphs (2) to (5) apply, the reference in regulation 6(f) to the person’s “current registration certificate” means the last registration certificate issued to the person under the 2014 Regulations, provided the person has not subsequently been issued with a registration certificate under these Regulations.

(5) In relation to a person to whom paragraphs (2) to (5) apply, where the person’s current registration certificate is the last registration certificate issued to the person under the 2014 Regulations, the person is to use the registration number contained in that certificate for the purposes of regulation 8.

(6) An officer of a district council, the Department of Finance, the Department for Communities or the Northern Ireland Housing Executive who, immediately prior to the coming into operation of these Regulations, was authorised in writing under the 2014 Regulations for the purpose of

regulation 9 of those Regulations, is to be treated as authorised in writing under these Regulations for the purpose of regulation 9 of these Regulations.

Sealed with the Official Seal of the Department for Communities on



Date

Name
A senior officer of the
Department for Communities

SCHEDULES

SCHEDULE 1

Regulation 3

Information to be provided and declarations to be made for the purpose of registration and continued registration.

1. A landlord must provide—
 - (a) the landlord's full name
 - (b) the name, address and contact number of any agent acting on the landlord's behalf;
 - (c) for each dwelling-house let or to be let—
 - (i) the address, including the postcode;
 - (ii) the date the house was built;
 - (iii) the name and contact details of all joint owners (if any);
 - (iv) a declaration that the dwelling-house is fit for human habitation for the purposes of the Private Tenancies (Northern Ireland) Order 2006;
 - (v) a declaration that the landlord is compliant with the landlord's duties under Article 11B(1) of the Private Tenancies (Northern Ireland) Order 2006;
 - (vi) a declaration that the landlord is compliant with the landlord's duties under regulations 3 and 4 of the Smoke, Heat and Carbon Monoxide Alarms for Private Tenancies Regulations (Northern Ireland) 2024;
 - (vii) a declaration that the landlord is compliant with the landlord's duties under regulation 3 of the Electrical Safety Standards for Private Tenancies Regulations (Northern Ireland) 2024;
 - (viii) a declaration that the landlord is compliant with the landlord's duties under regulation 36 of the Gas Safety (Installations and Use) Regulations (Northern Ireland) 2004;
 - (ix) if the Energy Performance (Certificates and Inspections) Regulations (Northern Ireland) 2008 apply to the dwelling-house—
 - (aa) a declaration that the landlord has a valid energy performance certificate under regulation 8 of those Regulations;
 - (bb) the asset rating shown on that energy performance certificate;
 - (d) the landlord's address, email address and telephone number(s) (including mobile telephone number(s));
 - (e) the correspondence address for the landlord (which must be in Northern Ireland) if different from above;

- (f) the landlord's date of birth;
 - (g) where the landlord is a landlord who is not liable under regulation 7(2) to pay a fee—
 - (i) the licence number of each HMO licence held by the landlord; and
 - (ii) the address of each house in multiple occupation owned by the landlord which is licensed under the Houses in Multiple Occupation Act (Northern Ireland) 2016;
 - (h) where the landlord is a company, the company registration number.
2. In this Schedule, in paragraph 1—
- (a) in sub-paragraph (c)(iii), a person is a “joint owner” of a dwelling-house if the person-
 - (i) owns the dwelling-house as a joint tenant, or
 - (ii) owns an undivided share in the dwelling-house as a tenant in common;
 - (b) in sub-paragraph (g)(i), “HMO licence” means a licence issued under section 7 of the Houses in Multiple Occupation Act (Northern Ireland) 2016.

SCHEDULE 2

Regulation 6

Information in and excluded from the register

1. Included on the register are—
- (a) the names of all registered landlords;
 - (b) the addresses of all dwelling-houses let by registered landlords;
 - (c) the registration numbers; and
 - (d) the full name and contact details of any agent acting on a landlord's behalf.
2. Excluded from the register are the information and declarations provided at Schedule 1 under paragraph 1(c) to (h).

SCHEDULE 3

Regulation 7

Fee

1. The fee for registration is £70.
2. The fee for continued registration is £70.
3. The fee for non-electronic registration is £80.
4. The fee for non-electronic continued registration is £80.

EXPLANATORY NOTE

(This note is not part of the Regulations)

These Regulations provide for landlord registration. They set out the requirements of the landlord registration scheme including the functions and responsibilities of the scheme registrar and the information which a landlord must provide to the registrar in order to register and continue to be registered.

Regulations 1 and 2 provide for citation, commencement and interpretation.

Regulation 3 sets out what a landlord must do in order to become a registered landlord.

Regulation 4 provides for the timing of registration.

Regulation 5 prescribes the period of registration as 3 years and makes provision for continued registration.

Regulation 6 prescribes the functions of the registrar.

Regulation 7 and Schedule 3 prescribe the fees for registration and continued registration and any exemptions from payment of the fee.

Regulation 8 requires a landlord to include his landlord registration number in correspondence, in so far as the correspondence relates to the discharge of his functions as a landlord.

Regulation 9 provides for disclosure of information held by the registrar and not included in the register to certain bodies.

Regulation 10 revokes the Landlord Registration Scheme Regulations (Northern Ireland) 2014.

Regulation 11 provides for transitional provisions for landlords who were registered under the Landlord Registration Scheme Regulations (Northern Ireland) 2014 at the coming into operation of these regulations.

Schedule 1 prescribes the information which the landlord must provide for the purpose of registration and continued registration.

Schedule 2 prescribes the information which is included in and excluded from the register.

Schedule 3 prescribes the fee which must be paid for registration and continued registration.



Amendments to the Landlord Registration Scheme Regulations (Northern Ireland) 2014

Consultation Paper

March 2026



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Foreword



The Housing Supply Strategy vision is that everybody has access to a good quality, affordable and sustainable home that is appropriate for their needs and is located within a thriving and inclusive community. The private rented sector plays a crucial role in helping us achieve this vision. With over 130,000 households now living in privately rented homes, it is essential that the system works effectively for both tenants and responsible landlords.

Most landlords in Northern Ireland take their responsibilities seriously and provide well managed homes that meet the needs of their tenants. I want to acknowledge and support those landlords who are doing the right thing. However, we also know that this is not the experience of every tenant.

A minority of landlords fail to meet the legal standards expected of them, and this undermines confidence in the sector as a whole. Tenants must be able to rely on their landlord to provide a home that is safe, well maintained and properly managed.

The Landlord Registration Scheme, introduced in 2014, was an important step forward in improving transparency and accountability. But as the sector continues to grow and change, so too must the system that supports it. This consultation explores proposals to strengthen the landlord registration process in a proportionate and balanced way- supporting good landlords while enabling more effective action against those who persistently fall short of legal standards.

Local councils play a key role in ensuring that landlords meet their obligations. For them to act effectively, they need reliable information about who landlords are and how they operate. Expanding the information collected at registration will enhance councils' ability to identify risk, target support, and take enforcement action where necessary. It will also provide valuable data to inform policy development across the private rented sector.

These proposals are not about creating unnecessary burdens. They are about building a system that is fair, proportionate and capable of delivering higher standards across the sector-benefiting both tenants and responsible landlords.

I encourage you to share your views and help shape a strengthened, balanced landlord registration system that supports a better private rented sector for everyone in Northern Ireland.

I look forward to hearing your views on this consultation.

Gordon Lyons
Minister for Communities

Scope

The Department for Communities (“the Department”) is consulting on changes to the Landlord Registration Scheme Regulations (Northern Ireland) 2014 (“the Regulations”) to appoint Lisburn and Castlereagh City Council as Landlord Registrar (acting as host council on behalf of all councils in Northern Ireland).

Other proposed changes include requesting mandatory information on the standards of properties, allowing data from the register to be shared with public authorities for safety purposes and research and statistics to help inform policy. There are also a few minor technical amendments proposed to reflect the fact that the administration of houses in multiple occupation (HMOs) is now operated by local councils.

Privacy, Confidentiality and Access to Consultation Responses

For this consultation, we may publish all responses except for those where the respondent indicates that they are an individual acting in a private capacity (e.g. a member of the public). All responses from organisations and individuals responding in a professional capacity may be published. We will remove any names, email addresses and telephone numbers from these responses; but apart from this we will publish them in full. For more information about what we do with personal data please see our consultation privacy notice.

Your response, and all other responses to this consultation, may be disclosed on request in accordance with the Freedom of Information Act 2000 (FOIA) and the Environmental Information Regulations 2004 (EIR); however, all disclosures will be in line with the requirements of the Data Protection Act 2018 and the General Data Protection Regulations (EU) 2016/679.

If you want the information that you provide to be treated as confidential it would be helpful if you could explain to us why you regard the information you have provided as confidential, so that this may be considered if the Department should receive a request for the information under the FOIA or EIR.

The Department is the data controller in respect of any personal data that you provide, and DfC's privacy notice, which gives details of your rights in respect of the handling of your personal data can be found at: <https://www.communities-ni.gov.uk/articles/dfc-privacy-notice>.

Introduction

The Landlord Registration Scheme was developed to drive forward standards in the private rented sector through having a complete single database of landlords and their properties to effectively target enforcement. The Landlord Registration Scheme Regulations (Northern Ireland) 2014 came into operation on 25 February 2014, and since its introduction, the Scheme has been administered by the Department for Communities.

The Regulations require all private rented sector landlords to register with the Scheme, registration costs £70 (£80 for paper applications), lasts for three years and can cover multiple properties.

Background

On 1 March 2025 operational responsibility for the Landlord Registration Scheme transferred from the Department for Communities to Lisburn and Castlereagh City Council (acting as the host council for all local councils in Northern Ireland). One of the proposed changes to the Regulations will be to appoint the Council in legislation.

Throughout the operation of the Scheme the register has mainly been used as a database of landlords and their properties. As part of the work to transfer the Scheme, it was recognised that the Scheme had potential to assist councils in carrying out enforcement duties within the private rented sector. It is anticipated that the collection of further information on properties in the private rented sector will ensure landlords are aware of their responsibility to ensure their properties meet the required standards. This will assist with raising the safety and standards in the sector and allow councils to carry out targeted enforcement.

The current restrictions on sharing data from the Landlord Register prevent the registrar sharing information with the Health and Safety Executive (HSENI). HSENI has previously requested landlords' information from the register to assist with its enforcement of gas safety legislation.

Information from the register cannot currently be shared with the Department's Analytical Services Unit for research. Allowing access to the information for research and statistical purposes would allow the Department to build a better picture of the private rented sector to help inform any future policy considerations.

What are the proposed changes?

The proposed changes are to:

- formally appoint Lisburn and Castlereagh City Council as landlord registrar on behalf of all councils in Northern Ireland,
- introduce the requirement to provide information on compliance with existing legislation relating to private tenancies and property standards,
- allow information from the register to be shared with the Health and Safety Executive to assist with enforcement of gas safety legislation in private tenancies and with the Department for Communities' to allow data from the register to be used for research and statistics to assist with the formulation and development of private rented sector policy and legislation,
- to reflect the changes made by the introduction of the Houses in Multiple Occupation Act (Northern Ireland) 2016.

Regulation 2

Regulation 2 will be amended to formally appoint Lisburn and Castlereagh City Council as the landlord registrar. The transfer of operational responsibility for the Landlord Registration Scheme to councils has been planned since the introduction of the Scheme

as it was recognised that this would provide a valuable source of information for councils in carrying out their enforcement role relating to the Private Tenancies (Northern Ireland) Order 2006. The Private Tenancies Order is the main piece of legislation for the private rented sector in Northern Ireland, it details the key duties and responsibilities of landlords, tenants and councils.

Regulation 7

Regulation 7(2) will be amended to reflect the policy intent that the landlord of a property defined as a licensed house in multiple occupation ("HMO"), be exempt from paying landlord registration fees. This exemption is because the Scheme is about the registration of landlords, not properties. Those individuals who hold a licence for an HMO would have already paid a fee to the HMO scheme.

Regulation 9

Regulation 9 will be amended to allow the registrar to share information with the Health and Safety Executive Northern Ireland (HSENI) to assist with enforcement of gas safety legislation in private tenancies. This relates to landlord's duties to repair under the Private Tenancies Order.

It is also proposed that Regulation 9 should be amended to allow data contained in the register to be shared with the Department for Communities for statistical and research purposes to assist with the formulation and development of policy and legislation related to the private rented sector.

Schedule 1

The Department is proposing to request extra information from landlords about their properties at the point of registration. Landlords will be asked to confirm whether they are compliant with existing legislation relating to the safety and standards of their properties.

These safety and standards requirements will be compliance with:

- the fitness for human habitation standards
- Energy Performance Certificate requirements (providing a valid EPC to a tenant or prospective tenant is a requirement under The Energy Performance of Buildings (Certificates and Inspections) Regulations (Northern Ireland) 2008).

- Smoke, Heat and Carbon Monoxide Alarms for Private Tenancies Regulations (Northern Ireland) 2024
- Electrical Safety Standards for Private Tenancies Regulations (Northern Ireland) 2024.
- Gas Safety (Installation and Use) Regulations (Northern Ireland) 2004.

Why are these changes being proposed?

Regulation 2

The changes proposed to Regulation 2 are to reflect that operational responsibility for the Landlord Registration Scheme passed from the Department for Communities to Lisburn and Castlereagh City Council (who will operate the Scheme on behalf of all councils in Northern Ireland) on 1 March 2025.

Regulation 7

Regulation 7 will be amended for technical reasons to reflect that the administration of houses in multiple occupation (HMOs) moved from the Northern Ireland Housing Executive to local councils on 1 April 2019.

Regulation 9

The proposed changes to Regulation 9 will be to allow for data sharing with further defined organisations for defined purposes relating to the Private Tenancies (Northern Ireland) Order 2006. In these proposals, the Department has considered previous requests for information from other organisations. Regulation 9 will also require a technical amendment to reflect that the responsibility for the regulation of Houses in Multiple Occupation moved from the Northern Ireland Housing Executive to local councils.

Sharing information with HSENI will help assist in the enforcement of the Gas Safety (Installation and Use) Regulations (Northern Ireland) 2004.

Sharing information with the Department for Communities will allow data from the register to be used for statistical and research purposes to assist with policy development for the private rented sector.

Schedule 1

The overarching objective of the information provided at the point of registration is to make better use of the Landlord Registration Scheme in raising overall housing standards and quality in the private rented sector for all tenants. This proposal will ask landlords to confirm whether they comply with their legal duties in relation to private tenancies. The new registration process would cover specific requirements relating to property conditions and safety.

It is not unreasonable to ask landlords to confirm compliance with existing specific legal duties. This will help to inform landlords about their responsibilities, raise standards for tenants and ultimately

reduce the commercial inequality between landlords that run legitimate businesses and those that operate outside the law.

The current legislation is clear that it is the duty of the landlord to ensure that information provided at the point of registration is accurate. To provide false information is an offence. Local councils are responsible for the scrutiny and assessment of the information given at the point of registration. A risk-based approach may be taken to the request for any additional evidence. For example, the local council may decide that it is not reasonable to ask every landlord to provide physical documents relating to gas/ electrical safety and that a sample check of registrations is sufficient. A landlord may, however, be asked to provide relevant

documents if the council has concerns about the accuracy of the information provided or the safety of the property.

It will also mean that councils can focus on enforcement against non-compliant and unregistered landlords.

Schedule 2

It is proposed to amend Schedule 2 of the Regulations to reflect the current established practice of allowing a public search by address function through the Landlord Registration Scheme website. This function only confirms if an address is held on the register and does not display the landlord's name or other details. This allows prospective tenants to check if the landlord is registered.

Stakeholder Engagement

This public consultation is designed to gather the views and feedback of stakeholders.

It will run alongside targeted engagement with private rented sector stakeholders, including landlords, tenants, housing advice services and local councils.

Timeframe

This consultation will open on 2 March 2026 and will run for 8 weeks, closing on 27 April 2026.

Human Rights

The Department believes that the proposals set out in the draft Regulations are compatible with the Human Rights Act 1998.

Equality

The Department considers that the draft Regulations do not contain proposals to change policy in a substantive way, therefore, no adverse impact on the categories of person in section 75 of the Northern Ireland Act 1998 are identified. Potential minor positive impacts have been identified for all Section 75 groups.

Regulatory Impact Assessment

The Department considers that the proposed amendments will not have a direct impact on businesses, charities, social economy enterprises or the voluntary sector.

Rural Proofing

The Department considers that the proposed amendments in the draft Regulations will have a minor positive impact on private tenants living in rural areas.

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Section 75 Screening Form

Part 1. Policy scoping

The first stage of the screening process involves scoping the policy under consideration. The purpose of policy scoping is to help prepare the background and context and set out the aims and objectives for the policy, being screened. At this stage, scoping the policy will help identify potential constraints as well as opportunities and will help the policy maker work through the screening process on a step by step basis.

Public authorities should remember that the Section 75 statutory duties apply to internal policies (relating to people who work for the authority), as well as external policies (relating to those who are, or could be, served by the authority).

Information about the policy

Amendments to the Landlord Registration Scheme Regulations (Northern Ireland) 2014.

Is this an existing, revised or a new policy?

Existing

What is it trying to achieve? (intended aims/outcomes)

Legislation will be made to reflect that the operational responsibility of the scheme has passed to Lisburn and Castlereagh City Council. Regulation 7 will be amended to reflect that administration of HMOs has moved to local councils.

Regulation 9 will be amended to allow for data sharing with the Health and Safety Executive Northern Ireland for enforcement of the Gas Safety (Installation and Use) Regulations (Northern Ireland) 2004. It is also proposed to share information with the Department of Communities to allow data to be used

for statistical and research purposes to inform the development of policy and legislation.

Changes to Schedule 1 aim to make better use of the Landlord Registration Scheme process to contribute towards raising overall housing standards in the private rented sector by requiring landlords to provide more information about compliance with existing legal duties at registration.

Are there any Section 75 categories which might be expected to benefit from the intended policy?

Yes, all Section 75 groups living in private rented accommodation should benefit.

If Yes, explain how.

It is anticipated that the collection of further information on properties in the private rented sector will ensure landlords are aware of their responsibility to ensure their properties meet the required standards. This will assist with raising the safety and standards in the sector and allow councils to carry out targeted enforcement.

Who initiated or wrote the policy?

DfC Housing

Who owns and who implements the policy?

DfC Housing. Lisburn and Castlereagh City Council now have operational responsibility for the Landlord Registration Scheme.

Implementation factors

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

If yes, are they

- financial
- legislative

other, please specify _____

Main stakeholders affected

Who are the internal and external stakeholders (actual or potential) that the policy will impact upon?

- staff
- service users
- other public sector organisations
- voluntary/community/trade unions
- other, please specify _____

Other policies with a bearing on this policy

What are they and who owns them?

N/A

Available evidence

Evidence to help inform the screening process may take many forms. Public authorities should ensure that their screening decision is informed by relevant data.

What evidence/information (both qualitative and quantitative) have you gathered to inform this policy? Specify details for **each** of the Section 75 categories.

| Section 75 category | Details of evidence/information |
|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Religious belief | The 2021 Census figures show that of 307,273 persons living private rented accommodation, 47.8% are Catholic, 33.2% are Protestant or other Christian, 3.0% are other religions with 16.0% as no religion or religion not stated. |
| Political opinion | The 2021 Census did not ask about political opinion, therefore the Department holds no data on political opinions of those living in the private rented sector. |
| Racial group | The 2021 Census figures show that of 307,274 persons living private rented accommodation, 92.2% are White, 3.6% are Asian, 1.8% are Black, 1.5% are mixed with 1% as other, not stated. |
| Age | The 2021 Census figures show that of 307,274 persons living private rented accommodation, 26% are aged between 0-15, 14.1% between 16-24, 20.7% between 25-34, 15.9% between 35-44, 10.6% between 45-54, 6.9% between 55-64 and 5.7% 65+. |
| Marital status | The 2021 Census figures show that of 227,261 persons over the age of 16 living private rented accommodation, 56.3% are single, 25.8% are married or in a civil partnership, 4.8% are separated, 6.3% are divorced or were previously in a civil partnership, 2.1% are widowed or a surviving civil partner. |
| Sexual orientation | The 2021 Census figures show that of 227,261 persons over the age of 16 living private rented accommodation, 85.9% are straight or heterosexual, 4.4% are gay, lesbian, bisexual or other sexual orientation and 7.2% prefer not to say/or did not state. |

| Section 75 category | Details of evidence/information |
|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Men and women generally | The 2021 Census figures show that of 307,274 persons living private rented accommodation, 49.4% are male and 50.6% are female. |
| Disability | The 2021 Census figures show that of 307,274 persons living private rented accommodation, 20.2% have a disability which limits day to day activities and 79.8% do not have a disability which limits day to day activities. |
| Dependants | The 2021 Census figures show that of 307,274 persons living private rented accommodation, 50.2% have dependent children and 49.8% do not have dependent children. |

Note to reader - If you are aware of and would like the Department to take into account any further evidence or information relevant to this policy, please send this to:

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 policy/decision?

Specify details for **each** of the Section 75 categories

| Section 75 category | Details of needs/experiences/priorities |
|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| All Section 75 categories | <p>The policy intent of the changes is to reflect the change in operational responsibility for the scheme in March 2025, as well as administration of HMOs moving to councils in April 2019.</p> <p>Changes to Regulation 9 and Schedule 1 will have a positive impact on tenants living in private rented accommodation by assisting with prevention and enforcement around housing related offences, and helping to ensure landlords are complying with legal duties at registration. All of the Section 75 categories need good quality affordable housing which is safe and secure.</p> |
| Religious belief | There is no evidence of any different needs, experiences or priorities for this Section 75 group in relation to this policy. |
| Political opinion | There is no evidence of any different needs, experiences or priorities for this Section 75 group in relation to this policy. |
| Racial group | There is no evidence of any different needs, experiences or priorities for this Section 75 group in relation to this policy. |
| Age | There is no evidence of any different needs, experiences or priorities for this Section 75 group in relation to this policy. |
| Marital status | There is no evidence of any different needs, experiences or priorities for this Section 75 group in relation to this policy. |
| Sexual orientation | There is no evidence of any different needs, experiences or priorities for this Section 75 group in relation to this policy. |

| Section 75 category | Details of needs/experiences/priorities |
|----------------------------|------------------------------------------------------------------------------------------------------------------------------|
| Men and women generally | There is no evidence of any different needs, experiences or priorities for this Section 75 group in relation to this policy. |
| Disability | There is evidence that many individuals with a disability live in homes that are unsuited to their needs. |
| Dependants | There is no evidence of any different needs, experiences or priorities for this Section 75 group in relation to this policy. |

Part 2. Screening questions

Introduction

In making a decision as to whether or not there is a need to carry out an equality impact assessment, the public authority should consider its answers to the questions 1-4 which are given on pages 66-68 of this Guide.

If the public authority's conclusion is **none** in respect of all of the Section 75 equality of opportunity and/or good relations categories, then the public authority may decide to screen the policy out. If a policy is 'screened out' as having no relevance to equality of opportunity or good relations, a public authority should give details of the reasons for the decision taken.

If the public authority's conclusion is **major** in respect of one or more of the Section 75 equality of opportunity and/or good relations categories, then consideration should be given to subjecting the policy to the equality impact assessment procedure.

If the public authority's conclusion is **minor** in respect of one or more of the Section 75 equality categories and/or good relations categories, then consideration should still be given to proceeding with an equality impact assessment, or to:

- measures to mitigate the adverse impact; or
- the introduction of an alternative policy to better promote equality of opportunity and/or good relations.

In favour of a 'major' impact

- a) The policy is significant in terms of its strategic importance;
- b) Potential equality impacts 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.

In favour of '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.

In favour of 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.

Taking into account the evidence presented above, consider and comment on the likely impact on equality of opportunity and good relations for those affected by this policy, in any way, for each of the equality and good relations categories, by applying the screening questions given overleaf and indicate the level of impact on the group i.e. minor, major or none.

Screening questions**1. What is the likely impact on equality of opportunity for those affected by this policy, for each of the Section 75 equality categories?
minor/major/none**

| Section 75 category | Details of policy impact | Level of impact? minor/major/none |
|-------------------------|-----------------------------------------------------------------------------------------------------------|--------------------------------------|
| Religious belief | We do not expect there to be any adverse impacts on equality of opportunity for people within this group. | None |
| Political opinion | We do not expect there to be any adverse impacts on equality of opportunity for people within this group. | None |
| Racial group | We do not expect there to be any adverse impacts on equality of opportunity for people within this group. | None |
| Age | We do not expect there to be any adverse impacts on equality of opportunity for people within this group. | None |
| Marital status | We do not expect there to be any adverse impacts on equality of opportunity for people within this group. | None |
| Sexual orientation | We do not expect there to be any adverse impacts on equality of opportunity for people within this group. | None |
| Men and women generally | We do not expect there to be any adverse impacts on equality of opportunity for people within this group. | None |

| Section 75 category | Details of policy impact | Level of impact? minor/major/none |
|---------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|
| Disability | An increase in compliance with existing obligations and an improvement in standards in the private rented sector should benefit people with a disability. | Minor |
| Dependants | We do not expect there to be any adverse impacts on equality of opportunity for people within this group. | None |

2. Are there opportunities to better promote equality of opportunity for people within the Section 75 equalities categories?

| Section 75 category | If Yes , provide details | If No , provide reasons |
|---------------------|---------------------------------|----------------------------------------------------------------------------------------|
| Religious belief | | The policy does not offer any opportunities to better promote equality of opportunity. |
| Political opinion | | The policy does not offer any opportunities to better promote equality of opportunity. |
| Racial group | | The policy does not offer any opportunities to better promote equality of opportunity. |
| Age | | The policy does not offer any opportunities to better promote equality of opportunity. |

| Section 75 category | If Yes , provide details | If No , provide reasons |
|-------------------------|---------------------------------|----------------------------------------------------------------------------------------|
| Marital status | | The policy does not offer any opportunities to better promote equality of opportunity. |
| Sexual orientation | | The policy does not offer any opportunities to better promote equality of opportunity. |
| Men and women generally | | The policy does not offer any opportunities to better promote equality of opportunity. |
| Disability | | The policy does not offer any opportunities to better promote equality of opportunity. |
| Dependants | | The policy does not offer any opportunities to better promote equality of opportunity. |

3. To what extent is the policy likely to impact on good relations between people of different religious belief, political opinion or racial group? minor/major/none

| Good relations category | Details of policy impact | Level of impact minor/major/none |
|-------------------------|--------------------------------------------------------|----------------------------------|
| Religious belief | This policy has no specific bearing on good relations. | None |
| Political opinion | This policy has no specific bearing on good relations. | None |
| Racial group | This policy has no specific bearing on good relations. | None |

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 reasons |
|-------------------------|---------------------------------|-------------------------------------------------------------------------------|
| Religious belief | | The policy does not offer any opportunities to better promote good relations. |
| Political opinion | | The policy does not offer any opportunities to better promote good relations. |
| Racial group | | The policy does not offer any opportunities to better promote good relations. |

Additional considerations

Multiple identity

Generally speaking, people can fall into more than one Section 75 category. Taking this into consideration, are there any potential impacts of the policy/decision on people with multiple identities?

(For example; disabled minority ethnic people; disabled women; young Protestant men; and young lesbians, gay and bisexual people).

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

This policy does not at this stage give consideration to specific characteristics of households.

Part 3. Screening decision

In light of your answers to the previous questions, do you feel that the policy should: (please underline one)

1. **Not be subject to an EQIA**
2. **Not be subject to an EQIA (with mitigating measures /alternative policies)**
3. **Be subject to an EQIA**

If 1 or 2 (i.e. not be subject to an EQIA), please provide details of the reasons why:

After having considered the policy, we are satisfied that there is no scope to better promote equality or good relations and no risk of adverse impact on S75 groups. The policy intent is to reflect changes to the operational responsibility of the Landlord Registration Scheme and changes to administration of HMOs. It also aims to allow further data sharing to assist with enforcement of existing legislation as well as requiring landlords to provide more information about compliance with existing legal duties.

If 3. (i.e. to conduct an EQIA), please provide details of the reasons:

Mitigation

When the public authority concludes that the likely impact is 'minor' and an equality impact assessment is not to be conducted, the public authority may consider mitigation to lessen the severity of any equality impact, or the introduction of an alternative policy to better promote equality of opportunity or good relations.

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

If so, **give the reasons** to support your decision, together with the proposed changes/amendments or alternative policy.

N/A

Part 4. Monitoring

Effective monitoring will help identify any future adverse impacts arising from the policy which may lead you to conduct an EQIA, as well as help with future planning and policy development.

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

The Commission recommends that where the policy has been amended or an alternative policy introduced, then you should monitor more broadly than for adverse impact (See Benefits, P.9-10, paras 2.13 – 2.20 of the Monitoring Guidance).

Please detail proposed monitoring arrangements below:

Once implemented we will continue to monitor and evaluate the policy and if results show greater adverse impact than predicted, or if opportunities arise which would allow for greater equality of opportunity to be promoted, we will ensure that the policy is reviewed to determine whether or not better outcomes for relevant equality groups can be achieved.

Part 5 - Approval and authorisation

| Screened by: | Position/Job Title | Date |
|---------------------|---------------------------|-------------|
| Aaron Cunningham | EOII | 03/02/2026 |
| Approved by: | | |
| David Polley | G5 | 03/02/2026 |

Note: A copy of the Screening Template, for each policy screened should be 'signed off' and approved by a senior manager responsible for the policy, made easily accessible on the public authority's website as soon as possible following completion and made available on request.

Amendments to the Landlord Registration Scheme Regulations (Northern Ireland) 2014

1. Do you agree with the proposal to expand the information requested for landlord registration?

Response: Yes

Explanation: Expanding the scope of information collected through the Landlord Registration Scheme is essential to ensuring that the register becomes a more meaningful and effective regulatory tool. Enhanced data collection will enable authorised officers, supported by the Landlord Registrar, to provide targeted advice and support, ultimately helping to raise standards across the private rented sector in Northern Ireland.

The proposal to strengthen the landlord's responsibility to "remake the declaration contained in Schedule 1", as outlined in Regulation 5(b), is particularly welcome. This reinforces the landlord's obligation to provide accurate and up to date information at the point of renewal and ensures continued awareness of their statutory responsibilities.

2. Do you agree that information on the listed compliance requirements should be provided as part of the registration process?

Response:

| (Required) | Yes/No/Unsure |
|----------------------------------------|---------------|
| Fitness for human habitation | Yes |
| Smoke, heat and carbon monoxide alarms | Yes |
| Electrical safety checks | Yes |
| Gas safety certificates | Yes |
| Energy performance certificates | Yes |

Explanation: Requesting this additional information is a positive and necessary step. It is vital that a negative response to any of the compliance questions will not prevent a landlord from registering, as the Register can only be meaningful if landlords and their properties are available for authorised bodies to review. This non-conditional registration approach promotes honesty and transparency, enabling the production of meaningful reports that can be used to provide targeted support and guidance to landlords whose properties may not yet be fully compliant.

The additional questions will also help highlight key legal responsibilities to landlords who may not be 'professional landlords' and who may be unaware of their obligations. This creates an opportunity to signpost landlords to the Landlord Registration Scheme NI website and other relevant guidance.

However, landlords consistently express the need for **clear, practical, and unambiguous guidance** on what compliance looks like in real terms. It is therefore essential that comprehensive explanatory notes accompany the amended

regulations to ensure landlords understand precisely what is required of them, in a very real and practical manner. This advice should tally with what enforcement officers are investigating to ensure a property is compliant.

Asking the landlord to provide a declaration that the landlord is aware of their responsibility under the Tenancy Deposit Requirement would be beneficial. This would not need to be per dwelling-house but rather a question of the landlord as part of the registration process.

3. Do you agree with the proposal to share information with the Health and Safety Executive NI to assist with gas safety enforcement?

Response: Yes

Explanation: This proposal is both necessary and appropriate. There is limited value in asking landlords to confirm compliance with Regulation 36 of the Gas Safety (Installation and Use) Regulations (NI) 2004 if the enforcing authority cannot access the relevant landlord and property information. Sharing this data with HSENI will support more effective enforcement and help ensure tenant safety. It should be noted that this information would be shared on the understanding that the HSENI would proactively use it for pre-approval checks or to deliver regular safety inspections. The Landlord Registration team will be happy to support HSE NI with training and engage to better understand how the system could be developed to allow this information to be best used.

4. Do you agree with the proposal to share anonymised information with the Department for Communities for research and statistical purposes?

Response: Yes

Explanation: It is important to strike an appropriate balance between collecting useful information and avoiding unnecessary burdens that may discourage landlords from registering. Whilst sharing anonymised data with the Department for Communities is appropriate, only information that is genuinely necessary for policy development or legislative formulation should be collected.

At present, several voluntary questions within the registration process appear to offer limited value. These should be reviewed before any new questions are added. The amended regulations will already introduce additional mandatory questions for enforcement purposes, and care must be taken to avoid over-burdening landlords. Any changes that risk discouraging registration would undermine the effectiveness of the register as a meaningful tool and complete record of privately rented accommodation within NI.

5. Do you agree with the proposal to amend Schedule 2 to reflect the current practice of allowing a public online search by address?

Response: Yes

Explanation: The proposal is supported as it is vital that tenants can check if a property is registered even if they are unsure of the landlord's name for example a tenant may wish to rent a property via an agency and does not know the name or the

property may be registered under a company name that the tenant is unsure of. The property search provides confidence to a tenant as well the option to search by a landlord's name and check the certificate number provided by the landlord.

Whilst this is welcomed in principle, the wording of Schedule 2 must be amended to make explicit that **the landlord's name will not appear alongside the rental property address**. This is a matter of significant concern for landlords, who are strongly opposed to the publication of their personal details for reasons of privacy and security. Any ambiguity on this point risks discouraging landlords from registering.

A suggested revision to Schedule 2 is as follows:

Schedule 2: Information in and excluded from the register

1. Included on the register is— (a) the names of all registered landlords and their registration number; **or** (b) the addresses of all dwelling houses let by registered landlords and the full name and contact details of any agent acting on a landlord's behalf.
2. Excluded from the register is the information and declarations provided at Schedule 1 under paragraph 1(c) to (h).

This wording provides clarity and reassurance to landlords while maintaining transparency for tenants.

6. Do you have any other comments on the proposed changes?

- a. Lisburn & Castlereagh City Council (LCCC) welcome the formal appointment as the Landlord Registrar.
- b. The requirement for landlords to provide details of joint owners should be further strengthened to make clear that all landlords with a legal interest in a property must be registered with the Scheme, and that jointly owned properties must be linked across each landlord's account.

One potential approach would be to adopt a model similar to that used in Wales, where jointly owned properties are registered under a single, shared account with one registration certificate number. However, this would also mean that any landlord who owns additional properties independently would be required to maintain a separate registration for those individually held assets, each with its own unique registration certificate number.

Accurate identification of all individuals with legal responsibility for a property is essential for effective enforcement and for ensuring that statutory obligations are met.

- c. There is significant potential for the enhanced register to become a more meaningful and practical tool for landlords. Providing targeted information, for example, guidance relating to Energy Performance Certificate (EPC) ratings or Certificates of Fitness, would support landlords in meeting their obligations and improving property standards. The ability to use the register as a platform

for disseminating relevant and timely information would add considerable value.

Furthermore, it would be expected that in the future, after compliance to register has increased, that lists of properties would be sent to enforcement teams to ask landlords to provide proof of their compliance through the production of certificates or safety reports within a limited timeframe. This would again increase the usefulness of the Scheme and increase standards of the housing provided. It is requested that section 8 – Evidence of Registration be strengthened to include that a landlord must be able to supply proof of compliance with Schedule 2 requirements if requested.

It would be beneficial for landlord registration status to be routinely checked before the processing of public payments or support schemes, such as improvement grants, flood relief payments, or other financial assistance. Linking eligibility to registration would reinforce compliance and ensure that public funds are directed only to landlords who meet their statutory obligations. This may require the list of authorised bodies, eligibility and governance structures to be amended for these grants.

- d. After advising landlords of this consultation, a concern was raised regarding the need for landlords who have licenced Houses in Multiple Occupation (HMO) properties and have already provided the compliance data to become licenced, to provide this information again within the Landlord Registration Scheme. Consideration is required as to whether this data should be inputted to ensure consistency or if a confirmed HMO licence would be sufficient for enforcement teams and the anonymised data required by the Department. This speaks to the balance of the data being requested by landlords not being over burdensome.
- e. Under the proposed amendments to change Notice to Quit periods, the landlord is exempt from the usual periods if there have been two reported incidents of Anti-Social Behaviour, and therefore these regulations should be amended to allow information of this nature to be shared with the landlord, whether by the council, PSNI or by complaints raised by neighbours via the Landlord Registration Scheme team. While such a mechanism would require careful design to avoid misuse, it could support early intervention and promote better management of tenancies.
- f. Since inheriting the Landlord Registration Scheme, it is clear that the data previously provided by agents is often incorrect and prevents landlords from being directly contacted. Agents have been contacted to provide updated data, and some have refused to provide this data or deliberately continued to supply inaccurate or false details. As the enforcement teams can only take action against landlords, it is unclear how action can be taken against an agent. Until data can be corrected and landlords can be contacted directly, the Scheme will continue to function below par. The regulations should review how to best deal with this matter and this will help ensure that the integrity of

the register is maintained and that enforcement action can be directed appropriately.

- h. It should be noted that enhanced data collection will only deliver meaningful improvements if it is matched by sufficient enforcement capacity across local councils. While the proposed amendments will provide councils with richer and more detailed information, this also creates an expectation—both from the public and from central government—that councils will be able to act promptly and effectively on that information. Without adequate resourcing, this expectation may be unrealistic. There is a risk that these expectations of change will outstrip local councils' operational capacity.

The development of a clear and well-defined enforcement framework is required and will fall to the councils' Environmental Health NI group to create to ensure there is consistency in approach in all areas so that the Scheme is not undermined by different approaches. The Landlord Registration team is committed to assisting local councils with this where appropriate, however the responsibility to action and improve standards will sit with the councils' enforcement teams.

There is also a need to manage expectations among tenants, landlords, the Department and the wider public. The availability of more detailed compliance information may lead stakeholders to assume that councils will be able to intervene more frequently or more quickly. If enforcement capacity does not increase in line with these expectations, councils may face criticism or reputational risk for perceived inaction, even where the underlying issue is resource limitation rather than unwillingness to enforce. It is vital that there is a balance in understanding what can be achieved following the introduction of new regulations and what will be achieved with limited capacity for enforcement teams before judging what outcomes can be successfully delivered.

When managing expectations, it is important to note that the Landlord Registration team is aware of serious concerns reported by the PSNI, the National Crime Agency and tradespeople that cannot be investigated because tenants are unwilling to allow enforcement officers access to the property. While these regulations are intended to improve housing standards and protect vulnerable tenants from unscrupulous landlords, some landlords will take steps to avoid registration, and if tenants are unwilling or afraid to permit entry, the full aims of the regulations cannot be realised.

Overall, the Department's aim of strengthening the Landlord Registration Scheme and improving standards in the private rented sector is welcomed by the Landlord Registration team at Lisburn & Castlereagh City Council. With adequate support for landlords and councils, particularly through clear, practical and unambiguous guidance, these amendments have the potential to deliver meaningful improvements for tenants and the wider housing system.

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| Committee: | Environment & Sustainability Committee |
| Date: | 6 May 2026 |
| Report from: | Director of Environmental Services |

CONFIDENTIAL REPORT

| | |
|------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Reason why the report is confidential: | Local Government Act (NI) 2014 Schedule 6 – Access to Information: Exemption information – Information relating to the financial or business affairs of any particular person (including the Council holding that information). |
| When will the report become available: | N/A |
| When will a redacted report become available: | Following ratification at May council meeting |
| The report will never become available: | FBC will never be released |

| | |
|------------------|------------------------------|
| Item for: | Decision |
| Subject: | Kerbside Collection Services |

| 1.0 | <u>Background and Key Issues</u> | | | | | | |
|---------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|------------------------|---------------------------------------|-------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.1 | Council is committed to reforming its kerbside collection services across its area and work has been ongoing over a number of years to introduce a harmonised system to all households with the aim of increasing participation and improving recycling rates. | | | | | | |
| 1.2 | <p>NI Councils have statutory waste targets to meet. Targets in the Waste (Circular Economy) (Amendment) Regulations (Northern Ireland) for municipal waste are as follows:</p> <ul style="list-style-type: none"> • 55% recycling by 2025 • 60% recycling by 2030 • 65% recycling by 2035 • the amount of municipal waste landfilled to be reduced to 10% or less of the total amount of municipal waste generated by 2035. | | | | | | |
| 1.3 | The Climate Change Act (Northern Ireland) 2022 mandates a target for Northern Ireland to recycle at least 70% of all waste by 2030. | | | | | | |
| 1.4 | <p>A variety of kerbside collection models are currently in place across the council DEAs:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #d9e1f2;">DEA</th> <th style="background-color: #d9e1f2;">Number of properties</th> <th style="background-color: #d9e1f2;">Waste collection model</th> </tr> </thead> <tbody> <tr> <td>Castlereagh East Castlereagh South</td> <td style="text-align: center;">7,000</td> <td>Weekly wheelie box recycling collection (including glass)*; Weekly collection of food waste in 23l caddy*; Fortnightly 180 litre bin residual collection;</td> </tr> </tbody> </table> | DEA | Number of properties | Waste collection model | Castlereagh East Castlereagh South | 7,000 | Weekly wheelie box recycling collection (including glass)*; Weekly collection of food waste in 23l caddy*; Fortnightly 180 litre bin residual collection; |
| DEA | Number of properties | Waste collection model | | | | | |
| Castlereagh East Castlereagh South | 7,000 | Weekly wheelie box recycling collection (including glass)*; Weekly collection of food waste in 23l caddy*; Fortnightly 180 litre bin residual collection; | | | | | |

| | | |
|----------------------------------------------------------------------------------|--------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | Fortnightly 240 litre bin comingled garden and food collection |
| Castlereagh East Castlereagh South | 13,200 | Weekly kerbie box recycling collection (including glass)*; Fortnightly 240 litre bin residual collection; Fortnightly 240 litre bin comingled garden and food collection |
| Downshire East Downshire West Killultagh Lisburn North Lisburn South | 42,000 | Fortnightly 240 litre mixed dry recycling collection (excluding glass); Fortnightly 240 litre bin residual collection; Fortnightly 240 litre bin comingled garden and food collection |

*Wheelie box, kerbie box and 23L food caddy collections are carried out by Bryson Recycling

- 1.5 Due to the variety of kerbside collection models in place across the DEAs not all residents are provided with the same service.
- Only 20,200 properties currently have glass collected at the kerbside, the remaining properties do not have this service but can choose to dispose of glass at bring banks and Household Recycling Centres.
 - 7,000 properties have a separate weekly food waste collection and fortnightly garden waste collection, all other properties have a fortnightly comingled food and garden waste collection.
 - 20,200 properties have a weekly kerbsort recycling collection, 42,000 properties have a fortnightly mixed dry recycling collection.

1.6 Disparity in kerbside collection models obstructs harmonisation and optimisation of the waste collection service. Various kerbside models in operation makes it difficult to effectively communicate with residents to encourage participation with recycling and organics collections and increase capture of target materials to meet recycling targets.

2.0 **Context**

2.1 In 2024/2025, LCCC achieved a municipal waste recycling rate of 50.8%. Legislation identifies potential sanctions in the form of fines that may be levied if recycling targets are not met. Additionally, the Council is in receipt of pEPR payments which are required to be spent on the improvement of recycling services.

2.2 In October 2022 Members approved a decision to change the standard colour of recycling bins from green to blue. This decision aligned with the recycling bin colours used in neighbouring Council areas at that time.

2.3 In January 2023 Members agreed a Full Business Case (FBC) for the acquisition, assembly and subsequent distribution of the preferred bin types for our residents. The model agreed for all households in the LCCC area was as follows:

- Fortnightly 180l black bin for residual waste
- Fortnightly 360l blue bin for recycling (including glass)
- Fortnightly 240l brown bin for organic waste

2.4 The total cost for this investment decision was ██████████ and included purchase of new bins, assembly and distribution, route management system, communications and

engagement. The route management system has been procured and is at implementation phase. The FBC did not include the cost for the purchase of new bin lorries to service the two DEAs which is currently outsourced to a third-party contractor.

2.5 Following approval of the FBC, the UK Government announced planned changes to kerbside collections in England. Similarly, DAERA announced a consultation entitled 'Rethinking Our Resources: Measures for Climate Action and a Circular Economy in NI'. The purpose of this consultation was to look at options to determine the best policy to increase recycling rates, reduce waste to landfill and carbon emissions.

2.6 [REDACTED]

2.7 In December 2023, council approved a pause in the kerbside project to await the outcomes of the consultation and guidance from DAERA.

2.8 To date, the outcomes of the consultation have not been announced, and the council has had engagement with DAERA on a further consultation entitled 'Rethinking Our Resources: Northern Ireland Resources and Waste Management Strategy'.

3.0 **Proposed revision of Kerbside Collection Services**

3.1 The recycling rate in LCCC has decreased each year since 2021/22 with the recycling rate of 52% in 2021/22 decreasing to 50.8% in 2024/25. Without intervention the recycling rate will not increase and the Waste (Circular Economy) (Amendment) Regulations (Northern Ireland) targets will not be met.

3.2 LCCCs mixed dry recycling processing contract will expire at the end of September 2026. There is an urgent need to make a decision about the future kerbside collection model, and materials accepted in this model, to progress a procurement exercise for a new contract.

3.3 In light of this urgent decision and decreasing recycling rates, Members were invited to attend a workshop in February 2026 where they were provided with an update on the kerbside collection services project and potential next steps.

3.4 Following engagement with Members, LCCC contracted a consultant to refresh the agreed kerbside collection model and addendum/refresh to the previously agreed business case which is attached at **Appendix 3 Confidential**.

3.5 The refreshed kerbside collection model is proposed as follows:

- Fortnightly 240l black bin for residual waste
- Fortnightly 240l green bin for recycling (including glass)
- Fortnightly 240l brown bin for organic waste

3.6 The changes between the agreed model (January 2023) and the refreshed model are as follows:

- Residual waste to be collected in 240l bins instead of the 180l bins
- Mixed dry recycling including glass to be collected in green 240l bins instead of the blue 360l bins

3.7 This update to the model means that instead of purchasing 55,200 180l black bins for the collection of residual waste and 62,200 360l blue bins for the collection of mixed dry recycling, LCCC will have a requirement to purchase 20,200 240l green bins to replace kerbie and wheelie boxes in the two Castlereagh DEAs and 7000 240l black bins to replace the 180l residual bins used by households in the wheelie box pilot areas. Households that currently have a 240l residual waste bin or 240l recycling bin will retain these bins, however recycling boxes will be collected and disposed of by Council.

3.8 The refreshed kerbside collection service will be provided in-house by the Council's Waste & Operational Services Unit. Three new 26T refuse collection vehicles will be required to collect recycling from areas which currently have an outsourced recycling box collection (Castlereagh East and South).

3.9 [REDACTED] A temporary Project Officer and two temporary Waste Support Officers will also be required to implement changes to the waste collection service in a streamlined and efficient manner.

3.10 Introduction of the refreshed collection model will provide a harmonised kerbside collection service for all households in the Council area with the same materials being accepted in the standardised service. The model can be introduced with few changes to the current operating model for many households.

3.11 New processing, treatment and haulage contracts will be required to process the collected materials. The current processing and treatment contract ends in September 2026 and a new contract that can process all collected recycling materials included in the new model will replace this. This contract will be procured by Arc21 on behalf of council.

3.12 The simplicity of the refreshed waste collection service means that it can be delivered to all households with minimal disruption to their collections.

4.0 **Costs for refreshed collection model**

| 4.1 | Collection Model | Capital Investment (£) | Operational Cost Year one (£) | Grand Total Cost Year one (£) |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-------------------------------|-------------------------------|
| | Current model | [REDACTED] | [REDACTED] | [REDACTED] |
| | Refreshed model Fortnightly 240l black bin for residual waste Fortnightly 240l green bin for recycling (including glass) Fortnightly 240l brown bin for organic waste | [REDACTED] | [REDACTED] | [REDACTED] |

4.2



4.3

A financial assessment was conducted using current council costs and LACMW 2024/25 tonnage data to reflect current cost conditions.

4.4

The capital investment cost includes:

- The purchase of 3 RCVs required to service the 20,200 properties moving from a Bryson Recycling collected box system to an in house serviced recycling bin,
- The purchase of 20,200 240l recycling bins for households moving from a recycling box system,
- The assembly and delivery of 20,200 recycling bins,
- The removal and disposal of kerbie boxes,
- The removal of wheelie boxes,
- The purchase of 7,000 240l black bins for residual waste collections to replace the 180l used by houses with a wheelie box collection,
- Communications, and
- A temporary storage facility for the new bins, however, space has been identified at a council owned location for this storage space to reduce this capital investment cost (██████ if needed).

4.5

The year one operational costs have been modelled based on current council operational costs with 2% inflation applied.

4.6

The operational costs consider:

- Salary costs for Drivers and Cleansing Operatives to service waste collections,
- Salary costs for a temporary Project Officer and two temporary Waste Support Officers to introduce and implement the new service with minimal disruption to residents,
- Vehicle running costs and maintenance
- Haulage and transfer fees for residual waste, mixed dry recycling including glass, and organic waste,
- Gate fees for residual waste, mixed dry recycling including glass, and organic waste.

5.0

Benefits of refreshed collection model

5.1

The introduction of the refreshed collection model provides a harmonised kerbside collection service for all households in the LCCC area. This will create a common set of accepted materials in all waste streams providing an equitable service for all households and aiding communication through simple messaging.

5.2

The service will be convenient for residents and does not require the segregation of recyclable waste at home. An easy to operate system will increase public participation in the recycling service and increase the capture of recyclable materials.

5.3

Having a standard set of bins across all waste streams enhances operational efficiency, creating a resilient service that can flex to introduce new materials, such as flexible plastics, if required in future. While the results of the Rethinking our Resources: Measures for Climate Action and a Circular Economy in NI are still unknown, the refreshed collection model can be easily adapted to meet any statutory guidance

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| 5.4 | <p>provided by DAERA. The collection frequency of residual waste bins can be reassessed, and additional bins can be provided to collect separate materials if required.</p> <p>The refreshed kerbside collection model would be delivered entirely in-house ensuring a consistent, resilient and adaptive service to all residents. [REDACTED]</p> |
| 5.5 | <p>As previously referenced in the report, there is an urgency to move this project forward, and exact timelines for implementation are to be determined. It is officers ambition that council will be in a state of readiness to commence roll-out on a phased basis (over 6-8 weeks) from February 2027.</p> |
| 7.0 | <p><u>Recommendation</u></p> <p>It is recommended that the committee approves:</p> <ul style="list-style-type: none"> • the updated FBC to the kerbside collection model agreed in 2023 which includes the following revisions: <ul style="list-style-type: none"> - the acquisition, assembly and distribution of 20,200 240l recycling bins and 7,000 240l black residual waste bins; - the acquisition of three new refuse collection vehicles required to service the Castlereagh South and East DEAs; - additional staff recruitment to support the delivery and implementation of the kerbside collection service; and • retaining green as the standard colour for recycling bins. |
| 8.0 | <p><u>Finance and Resource Implications</u></p> <p>A full financial breakdown is supplied within the FBC Addendum.</p> <p>Capital</p> <p>[REDACTED]</p> <p>Capital Investment of [REDACTED] is required to introduce the new kerbside collection model. This investment accounts for:</p> <ul style="list-style-type: none"> - Purchase of three new refuse collection vehicles, - Purchase, assembly and delivery of new bins, - Collection and disposal of recycling boxes, - Communications and, - Storage facility (however it should be noted that council has identified space for storage of bins on council property that should remove this cost from the initial capital investment) <p>Revenue</p> <p>The staffing for the refreshed kerbside collection model can be carried out within current annual revenue provision.</p> |
| 9.0 | <p><u>Equality/Good Relations and Rural Needs Impact Assessments</u></p> |

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| 9.1 | Has an equality and good relations screening been carried out? | Yes |
| 9.2 | <p>Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out</p> <p>An equality screening and subsequent review were undertaken in 2023 in relation to a previous waste harmonisation proposal. Following stakeholder feedback, a full 12-week public consultation was also carried out. Findings from these processes have informed the development of the current proposal</p> <p>A new equality screening was carried out for the FBC addendum report and it concluded that the kerbside project should be screened out with mitigations.</p> <p>Mitigations.</p> <ul style="list-style-type: none"> - Back door collection available where required - Larger/smaller bins available where appropriate - Alternative formats of information can be provided - Medical needs accommodated where appropriate | |
| 9.3 | Has a Rural Needs Impact Assessment (RNIA) been completed? | Yes |
| 9.4 | 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: | <div style="background-color: black; width: 100%; height: 15px; margin-bottom: 5px;"></div> <p>Appendix 4 confidential - Equality and Good Relations Screening Appendix 5 confidential - Rural Needs Impact Assessment</p> |
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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

LCCC is proposing the introduction of a harmonised waste collection model for all households.

Currently, households receive different types of waste collection services, including variations in collection frequency, bin sizes, and materials collected.

Under the proposed model, all households would receive a standardised service consisting of:

- Fortnightly mixed dry recycling collection (including glass)
- Fortnightly residual waste collection
- Fortnightly co-mingled garden and food waste collection

This approach would align all households to a single system, broadly reflecting the service already provided to the majority of properties, with some enhancements (e.g. inclusion of glass in recycling and standardisation of bin sizes).

Name of the activity/policy/project

Kerbside waste harmonisation

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

This project is a revision of a previous kerbside waste harmonisation project.

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

The project objectives are to:

- Provide a harmonised waste collection service for all households
- Maximise recycling tonnages collected at the kerbside
- Increase participation in kerbside recycling
- Reduce residual waste tonnages collected at the kerbside

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 applies to all households and is not targeted at any specific Section 75 group.

However, some groups may experience particular benefits. For example:

- The use of wheeled bins instead of boxes may improve ease of use for individuals with mobility difficulties
- A simplified and standardised system may make it easier for households, including those with limited English, to understand and use the service

Who initiated or developed the activity/policy/project?

Waste Management and Operational services

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

Waste Management and Operational services

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

Yes

If yes, give brief details of any significant factors.

The implementation of the project has been influenced by the outcome of the DAERA consultation on waste and circular economy policy. While the consultation has concluded, the final outcomes have not yet been published. Indications suggest that any resulting measures are likely to be advisory rather than legislative, which reduces the risk of the proposed model conflicting with future policy requirements.

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

Staff

Waste and operational staff will introduce and operate the new waste collection service. The collection of 3 x 240l bins is the same service currently used by 42,000 properties however the addition of 20,000 properties, currently on a recycling box scheme, will require additional drivers and cleansing operatives. Call

handling staff may see an increase in calls initially as residents adjust to their new service. Staff managing waste contracts will have to procure and manage new contracts.

Service users

All residents will experience some level of change to their waste collection arrangements. For some, this will be minimal, while others will see changes to collection methods and frequency. Overall, the proposed model is intended to provide a consistent level of service across all households.

Other

Bryson Recycling is currently contracted to collect recycling in the East of the council area. This service will no longer be required when the proposed new collection model is introduced to all households. Trade Unions have been kept apprised of the project development throughout the preparatory phases.

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

| Name of policy/strategy/plan | Who owns or implements? |
|-------------------------------------|---------------------------------------------------------------------------------|
| Waste Management Plan | Arc21/LCCC |
| Various Waste Management Policies | Waste Management & Operational Services Unit, Environmental Services Department |
| Waste Management Strategy* | DAERA |

- A new Resource and Waste Management Strategy is currently being consulted on by DAERA

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.

An equality screening and subsequent review were undertaken in 2023 in relation to a previous waste harmonisation proposal. Following stakeholder feedback, a full 12-week public consultation was also carried out. Findings from these processes have informed the development of the current proposal.

A total of over 1,500 responses were received during the consultation. The majority of respondents did not identify significant difficulties with the proposed

changes, and there was general support for elements such as the inclusion of glass in kerbside recycling and the move away from box collections.

Some concerns were raised, particularly in relation to bin size, capacity, and the needs of specific households (e.g. disabled people, older people, larger families, or those with medical needs), as well as the need for clear communication. These issues were reflected in the mitigation measures identified.

Overall, the evidence gathered did not identify any significant adverse impacts on Section 75 groups that could not be mitigated, and this has informed the approach to the current proposal.

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 | NI Census 2021 data for the Lisburn and Castlereagh area: 58% Protestant (or other Christian) 27% Catholic 2% Other 13% None |
| Political Opinion | Political party representation on LCCC from local government elections 2023 (40 Members): DUP – 14 UUP – 6 Alliance –13 Sinn Fein – 4 SDLP – 2 Independent - 1 National identity is often used as an indicator of political opinion – unionist/nationalist. Analysis of Census 2021 data for LCCC showed: 41% identified as British 16% Irish 21% Northern Irish |

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| Racial Group | Latest 2021 Census data suggests 3.9% of LCCC residents are non-White (slightly higher than NI average) with 3.36% speakers of languages other than English. |
| Age | <p>The LCCC population at the time of the 2021 Census was 149,106 (an increase of 10.6% since the 2011 Census). This can be noted in broad age bands as follows:</p> <p>0-14 years 19% 15-39 years 30% 40-64 years 33% 65+ years 18%</p> <p>NISRA Statistical Bulletin, 26 March 2015 shows a projected change in population aged 65 and over between 2012 and 2037 of 90.2%.</p> <p>In 2023 AgeNI provided feedback from service users who suggested that they “will not be able to handle” a larger (360L recycling) bin. 360L bins are no longer included in the proposed waste collection model with the largest bin size being 240L, this is the current standard bin size across most waste streams in the LCCC area.</p> |
| Marital Status | <p>The 2021 census records for people over the age of 16 for the LCCC area:</p> <p>Single (never married or never registered a same-sex civil partnership) – 33% Married – 52% Separated – 3% Divorced or formerly in a civil partnership which is now legally dissolved – 6% Widowed or surviving partner from a civil partnership – 6%</p> |
| Sexual Orientation | <p>From Census 2021 Sexual orientation in LCCC shows:</p> <p>Straight or heterosexual -91% Gay, lesbian, bisexual or other sexual orientation - 2% Prefer not to say or not stated - 7%</p> |

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| <p>Men & Women Generally</p> | <p>The 2021 census population of LCCC local government district was 149,106, of which 49% were male and 51% were female.</p> <p>There is no official statistic on the number of people in N Ireland who identify as Transgender or non-binary but referrals to advice services are increasing year on year which suggests a small but growing minority.</p> <p>Women are significantly under-represented as Elected Members on LCCC with only 17.5% female councillors (NI average - 26.4%).</p> |
| <p>Disability</p> | <p>Census data 2021 suggests that 21.7% of the LCCC population have a long-term health problem or disability. This is a 3.4% increase on the Census 2011 figure.</p> <p>In 2023 Guide Dogs NI and RNIB identified the following potential equality issues in relation to individuals with a disability:</p> <ul style="list-style-type: none"> • larger bins will block the pavements on collection days causing risk to people living with visual impairments • In 2023 Guide Dogs NI and RNIB expressed concerns that bins may be heavier to move due to the inclusion of glass, posing safety concerns for people living with sight loss. |
| <p>People with and without Dependents</p> | <p>Dependants would generally cover the following:</p> <p>The care of a child or children; Caring for an elderly relative/person; Caring for someone with a disability.</p> <p>2021 Census data: 14% of people stated that they provided unpaid care to family, friends, neighbours or others.</p> <p>2021 Census data on dependants indicated the following:</p> <p>Number of dependent children</p> |

| | |
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| | <p>None - 69%</p> <p>One - 12%</p> <p>Two - 13%</p> <p>Three or more - 6%</p> <p>NISRA Statistical Bulletin, 26 March 2015 projects a decrease in the overall number of households within Northern Ireland with children between 2012 and 2037. Lisburn & Castlereagh is however one of the local government districts that are projected to increase in the number of households with children. It is therefore necessary that the policy addresses provision for households with dependents and/or children in nappies.</p> <p>Council currently have approximately 4,000 households who have been provided with additional disposal capacity, this is approximately 6.6% of households.</p> |
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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 | No different needs identified by religious belief |
| Political Opinion | No different needs identified by political opinion. |
| Racial Group | Some residents may require accessible communication, particularly where English is not a first language. |
| Age | Older people may require support with presenting bins or understanding collection arrangements. |

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| | Some households (e.g. larger families or those with young children) may require additional waste capacity. |
| Marital Status | No different needs identified by marital status. |
| Sexual Orientation | No different needs identified by sexual orientation |
| Men & Women Generally | No different needs identified for men & women generally |
| Disability | <p>Individuals with physical, sensory or cognitive impairments may require support to present bins, understand collection systems, or manage multiple containers. Some may generate additional waste due to medical needs. Examples include:</p> <p>Those who are unable to read standard information (due to sight loss for example) may experience difficulties reading the councils information about the new kerbside waste collection service.</p> <p>Some disabled people may be unable to physically move their bins to the collection point,</p> <p>Some disabled people may have an underlying medical condition that causes additional waste to be generated.</p> |
| People with and without Dependants | Larger households or those with dependants (including young children or individuals with medical needs) may require additional waste capacity. |

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 | No differential impacts identified. | None |
| Political Opinion | No differential impacts identified. | None |
| Racial Group | Language barriers may impact understanding of the system. | Minor - mitigating measures in place |
| Age | Some older people may experience difficulty with bin presentation or understanding the system. | Minor - mitigating measures in place |
| Marital Status | No differential impacts identified. | None |
| Sexual Orientation | | |
| Men & Women Generally | | |
| Disability | Potential difficulties with bin mobility, access to information, and waste capacity linked to medical needs. | Minor - mitigating measures in place |
| People with and without Dependents | Larger households, households generating nappy waste, or those caring for disabled dependents whose medical condition may cause additional waste to be generated may require additional waste capacity. | Minor - mitigating measures in place |

* 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 |

| | | |
|------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| Political Opinion | | No opportunities identified |
| Racial Group | Opportunity to enhance accessibility of information through translated materials and clear, visual guidance to improve understanding of the service. | |
| Age | Opportunity to promote awareness of assisted collection services and support options for older residents. | |
| Marital Status | | No opportunities identified |
| Sexual Orientation | | No opportunities identified |
| Men & Women Generally | | No opportunities identified |
| Disability | Opportunity to improve accessibility through alternative formats, clear labelling, and ongoing engagement to identify further support needs. | |
| People with and without Dependents | | No further opportunities identified beyond the mitigating measures already outlined. |

Equality Action Plan 2021-2025

Does the activity/policy/project being screened relate to an action in the Equality Action Plan 2021-2025? Yes/No If yes, specify which action.

Yes, Action 1.1 Access to Waste Collection Services

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

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?

Yes, disabled people/groups were specifically engaged with during consultation in 2023.

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 | No impact - not relevant to good relations | N/A |
| Political Opinion | No impact- not relevant to good relations | N/A |
| Racial Group | No impact - not relevant to good relations | N/A |

*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 | | N/A |
| Political Opinion | | N/A |
| Racial Group | | N/A |

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.

Council recognises that individuals may belong to multiple Section 75 categories, and this has been considered in the development of mitigation measures. For example, an older person with a disability may experience difficulty presenting

waste containers and can access the backdoor collection service where required. Similarly, people who do not have English as a first language and have dependants may be eligible for additional support through accessible information materials and additional waste capacity.

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] | |
| 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 | We have concluded that there is no need to conduct a full equality impact assessment as screening has identified only minor impacts for which mitigation measures are already in place. |

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

Mitigation (Only relevant to Option 2)

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

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.

A range of mitigation measures will be implemented to address potential adverse impacts identified for older people, disabled people, those who do not have English as a first language, and households with additional needs.

The Council will provide an assisted (“back door”) collection service for households where residents are unable to present bins at the kerbside. This service will be subject to application and supporting evidence and will be kept under review.

Additional waste capacity will be made available where required. While a single landfill bin policy applies, a second or larger bin may be provided in defined circumstances, including households with six or more permanent residents, households with young children in nappies, or where a medical condition results in increased waste. Requests outside these criteria will be considered on a case-by-case basis. Smaller bins can also be provided where residents experience difficulty handling standard containers.

Accessible communication is a key mitigation measure. All residents will receive information on the new arrangements, supported by clear pictorial guidance and materials available on the Council website, which includes read-aloud functionality. Information will also be made available in alternative formats on

request to ensure accessibility for people with disabilities and those whose first language is not English. Bin signage, including braille and pictorial guidance, will support correct use of the service.

Operational practices further reduce potential impacts. Waste collection operatives are trained to return containers to the point of collection or property boundary to minimise risks for residents with mobility or visual impairments. Residents will also retain the option to use bring banks for glass if preferred.

These measures, together with the Council's ongoing review of assisted collections and additional capacity provision, are expected to mitigate the identified impacts.

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

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.

Not applicable

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

Not applicable

Part 4. Monitoring

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:

Given that this policy is directly related to daily service delivery, monitoring will be on an ongoing basis. Access to mitigating measures as detailed in this screening document is ongoing and is reported in the annual reports on our Equality Action Plan.

Waste data is monitored on a quarterly basis with statutory returns made to central government to monitor recycling performance.

Service performance is monitored on a monthly basis regarding the number of missed bins, any complaints etc. Monitoring is the responsibility the Head of Waste Management & Operations.

Part 5 - Approval and authorisation

| | Position/Job Title | Date |
|-------------------------------|--------------------------------------|-------------|
| Screened by: Gemma Richardson | Waste Policy and Development Manager | 26/03/2026 |
| Reviewed by: Annie Wilson | Equality Officer | 09/04/26 |
| Approved by: Tim Smith | Duty Manager | 13/04/2026 |

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.

Implementation of a harmonised Kerbside waste collection model consisting of 3 x 240l bins (residual, mixed dry recycling and organic waste) collected fortnightly for all households

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 checked="" type="checkbox"/> | Strategy <input type="checkbox"/> | Plan <input type="checkbox"/> |
| Revising a | Policy <input checked="" type="checkbox"/> | Strategy <input type="checkbox"/> | Plan <input type="checkbox"/> |
| Designing a Public Service | <input checked="" 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.

The policy is the kerbside waste collection model for Lisburn & Castlereagh City Council households as identified through a Final Business Case Addendum conducted by Taggarts in 2026.

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

The aim of the policy is to implement a household kerbside collection service which will harmonise kerbside collections across the Council area, maximising collection of dry recyclable materials. The policy will also enable all households to recycle glass from kerbside and help LCCC reach recycling targets.

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).

Other Definition (Provide details and the rationale below).

A definition of 'rural' is not applicable.

Details of alternative definition of 'rural' used.

Rationale for using alternative definition of 'rural'.

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

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.

LCCC is proposing a new model for Kerbside Recycling as follows:

- 240 litre wheeled bin to collect comingled mixed dry recyclables (including addition of glass), collected fortnightly
- 240 litre residual waste bin collected fortnightly
- 240 litre brown bin to collect food and garden waste, fortnightly

The new kerbside waste collection policy will apply to all households in the council area, including households in rural areas. Householders who live in rural areas will have the same collection regime as those in urban areas.

As with current operational practices, rural householders who live in dwellings at the end of a private lane or roadway, may have to present their containers at the end of these lanes for collection.

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.

All householders, both urban and rural, will have to comply with the same recycling collection regime. However, more people in rural areas have to present their bins at the end of private laneways and roadways which may be slightly more inconvenient.

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 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 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" value="Delivering a council service (waste collection)"/> |

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 checked="" type="checkbox"/> | Research Papers | <input type="checkbox"/> |
| Surveys or Questionnaires | <input checked="" 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.

LCCC carried out consultation, open to all householders, in July/August 2021 to find out more about the recycling habits of all LCCC residents and their views on future kerbside recycling services. An additional customer satisfaction survey was open to all residents with a wheelie box collection for a period of 4 weeks in January 2021 to assess levels of satisfaction with the wheelie box collection of dry recyclable materials.

Consultation included online surveys and direct promotion to community groups, including groups in rural areas. In consulting, it was recognised that some households in rural areas may not have access to Broadband so traditional promotion and communication channels such as local press advertising and posters in key Council facilities were also used.

A full Equality consultation was carried out in 2023 to assess any equality/good relations impacts from the introduction of a wheeled bin collection service to all households.

This information from the public engagement has been used to inform current decision making.

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

Communication of changes to service arrangements has been identified as the main need for residents, impacting households in urban and rural settings equally. No rural specific issues have been identified however LCCC recognises that not all households have access to good quality broadband services. A communications campaign will be developed for the implementation of the service changes and will consider non digital methods of communication in line with LCCCs digital first not digital only ethos.

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?

While not specifically targeting residents in rural areas Council has consulted with all local householders regarding preferred service delivery moving forward.

Regardless if a property is located in an urban or rural area a kerbside collection service is delivered. There are no social or economic needs associated with rurality that impact on how refuse collection services are delivered.

If rural dwellers have cause for needing additional disposal capacity or assistance with presentation of containers for collection due to medical reasons this is dealt with based on the same eligibility criteria as people dwelling in urban areas.

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.

Communication issues have been considered to ensure rural households will be made aware of service changes, it has been recognised that traditional methods of communication such as direct mail and newspaper advertising may be required for areas without access to good quality broadband.

LCCC has also considered the presentation of bins for collection as some householders may have difficulty presenting their bins for collection and those with additional disposal needs due to e.g. larger families, medical conditions, children in nappies. These apply to all households including those in rural areas.

LCCC has also considered the need for some rural householders to present bins at the end of laneways for collection however this is the current custom and practice for household waste collections.

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**.

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.

Regardless if a property is located in an urban or rural area a kerbside collection service is delivered. There are no social or economic needs associated with rurality that impact on how refuse collection services are delivered.

The aim of this policy is to increase recycling levels while providing a simple, harmonised waste collection service for all households. The policy will also enable all households to recycle glass from kerbside, this will be of benefit to all residents irrespective of their urban/rural location.

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: | Gemma Richardson |
| Position/Grade: | Waste Policy & Development Manager |
| Division/Branch | LCCC |
| Signature: | G. Richardson |
| Date: | 13/04/2026 |
| Rural Needs Impact Assessment approved by: | Tim Smith |
| Position/Grade: | Duty Manager |
| Division/Branch: | LCCC |
| Signature: | T.Smith |
| Date: | 13/04/2026 |

| | |
|---------------------|--------------------------------------------------|
| Committee: | Environment & Sustainability Committee |
| Date: | 6 May 2026 |
| Report from: | Head of Service - Waste and Operational 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: | N/A |
| When will a redacted report become available: | Following ratification at May council meeting |
| The report will never become available: | N/A |

| | |
|------------------|------------------------------------------------------|
| Item for: | Decision |
| Subject: | CSD Roof & Wall Repairs - Tender Evaluation Criteria |

| | | | | | |
|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-----|------|-----|
| 1.0 | <u>Background</u> | | | | |
| 1.1 | This tender is for the procurement of a professional Integrated Consultancy Team (ICT) for the design and specification of repair works to the Central Services Depot. | | | | |
| 1.2 | This project will require a Business Case which will be completed for the project post appointment of an ICT where the repair options will be confirmed and costed at RIBA stage 2. | | | | |
| 1.3 | <u>Consideration</u> | | | | |
| 1.4 | The Head of Assets brought a report to Corporate Services in February 2025, outlining the impact of the introduction of the new Procurement Statute which came into effect on 24 February 2025. As part of a new process, the business cases for 'covered' procurements will now contain the tender evaluation award criteria. | | | | |
| 1.5 | The purpose of this report is to seek approval for the proposed tender evaluation award criteria. | | | | |
| 1.6 | The tender evaluation award criteria for the procurement of an Integrated Consultancy Team for the design and specification of repair works to the Central Services Depot is set out below for Members' consideration. | | | | |
| | <table border="1" style="width: 100%;"> <tr> <td>Quality</td> <td style="text-align: center;">40%</td> </tr> <tr> <td>Cost</td> <td style="text-align: center;">60%</td> </tr> </table> | Quality | 40% | Cost | 60% |
| Quality | 40% | | | | |
| Cost | 60% | | | | |
| | This tender will be awarded on the basis of the Most Advantageous Tender (MAT). | | | | |
| 2.0 | <u>Recommendation</u> | | | | |
| | It is recommended that the committee agrees: <ul style="list-style-type: none"> • the tender evaluation award criteria as outlined. | | | | |

| | | |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| 3.0 | <p><u>Finance and Resource Implications</u></p> <p>A contract break clause will apply at the end of RIBA stage 2, RIBA stage 3, and RIBA stage 4.</p> <p>Due to the nature of the works in an existing building, the requirement for opening up works and additional surveys as part of this appointment, it is not possible to accurately project costs at this stage. Once the ICT is appointed and the design has progressed to stage 2, high level outline costs can be provided along with design proposals / options. There is [REDACTED] provision in the capital programme.</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 | <p>Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out;</p> <p>Screen out – no equality impact assessment and no mitigation required.</p> <p>The proposed works have been screened out of the requirement for a full Equality Impact Assessment as they consist solely of repair and maintenance works to the existing roof and high-level external walls of the building.</p> | |
| 4.3 | Has a Rural Needs Impact Assessment (RNIA) been completed? | Yes |
| 4.4 | <p>Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out.</p> <p>The proposed works have been screened out of the requirement for a full Rural Needs Impact Assessment as they relate solely to repair and maintenance works to the existing roof and high-level external walls of the building.</p> | |

| | |
|--------------------|-----------------------------------------------------------------------------|
| Appendices: | <p>Appendix 6 Confidential - EQIA</p> <p>Appendix 7 Confidential - RNIA</p> |
|--------------------|-----------------------------------------------------------------------------|

Lisburn & Castlereagh City Council

Section 75 Equality and Good Relations Screening

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

This screening relates to the proposed repair works to the existing Council owned and operated Central Services Depot

Name of the activity/policy/project

Roof and Wall Repairs

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

Redevelopment of existing service

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

LCCC has a duty as an asset owner to safeguard and effectively manage its building stock. This involves undertaking planned and reactive maintenance to preserve the integrity, safety, and functionality of its assets, prevent deterioration, and ensure continued compliance with relevant statutory and regulatory requirements. Effective asset management supports value for money, reduces lifecycle costs, and ensures that buildings remain safe, fit for purpose, and capable of supporting service delivery.

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 repair works do not target any specific categories or groups who live in LCCC.

Who initiated or developed the activity/policy/project?

Waste and Operational Services

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

LCCC

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

There are no known factors that could contribute to or detract from the service

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

Waste and Operational Services Department Staff

The building currently caters for operational and support staff who work from the building and use it as a depot

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

| Name of policy/strategy/plan | Who owns or implements? |
|----------------------------------------------------------------------------|-------------------------|
| Corporate Plan & Ambitions 24/28 | LCCC |
| Capital Investment Plan | LCCC |
| Departmental Plan | LCCC |
| LCCC Health & Safety Policy | LCCC |
| Management of Health and Safety Work (NI) Regulations 2000 | Government Legislation |
| Health and Safety at Work (NI) Order 1978 | Government Legislation |
| Workplace (Health, Safety and Welfare) Regulations (Northern Ireland) 1993 | Government Legislation |

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.

None

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 | N/A |
| Political Opinion | N/A |
| Racial Group | N/A |
| Age | N/A |
| Marital Status | N/A |
| Sexual Orientation | N/A |
| Men & Women Generally | N/A |
| Disability | N/A |
| People with and without Dependents | N/A |

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 | N/A |
| Political Opinion | N/A |
| Racial Group | N/A |
| Age | N/A |
| Marital Status | N/A |

| | |
|------------------------------------|-----|
| Sexual Orientation | N/A |
| Men & Women Generally | N/A |
| Disability | N/A |
| People with and without Dependants | N/A |

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 | N/A |
| Political Opinion | None | N/A |
| Racial Group | None | N/A |
| Age | None | N/A |
| Marital Status | None | N/A |
| Sexual Orientation | None | N/A |
| Men & Women Generally | None | N/A |
| Disability | None | N/A |
| People with and without Dependants | None | N/A |

* 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 | N/A | None |
| Political Opinion | N/A | None |
| Racial Group | N/A | None |
| Age | N/A | None |
| Marital Status | N/A | None |
| Sexual Orientation | N/A | None |
| Men & Women Generally | N/A | None |
| Disability | N/A | None |
| People with and without Dependants | N/A | None |

Equality Action Plan 2021-2025

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)

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 | N/A |
| Political Opinion | None | N/A |
| Racial Group | None | N/A |

*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 | N/A | None |
| Political Opinion | N/A | None |
| Racial Group | N/A | None |

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.

N/A

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 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Option 1 Screen out – no equality impact assessment and no mitigation required [go to Monitoring section]</p> | <p>The proposed works have been screened out of the requirement for a full Equality Impact Assessment as they consist solely of repair and maintenance works to the existing roof and high-level external walls of the building. These works are limited to the restoration of existing elements and do not introduce any change to the building’s use, function, layout, access arrangements, service provision, staffing, or operational policies.</p> <p>As the repairs are of a like-for-like maintenance nature and are located at roof/high level areas, they are not expected to affect how people access, use, or benefit from the building or associated services. No adverse impacts have been identified for any protected characteristic group, including age, disability, sex, race, religion or belief, sexual orientation, gender reassignment, pregnancy/maternity, or marital/civil partnership status.</p> <p>The works are intended to preserve the condition, safety, and longevity of the existing building fabric. Any temporary disruption during construction (for example noise, minor access restrictions, or contractor presence) would be managed through normal health and safety procedures and standard contractor site management arrangements.</p> <p>On this basis, no full Equality Impact Assessment is considered necessary and no additional equality-specific mitigation measures are required at this time.</p> |
| <p>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> | |
| <p>Option 3 Screen in for a full Equality Impact Assessment (EQIA) [If option 3, complete timetabling and prioritising section below]</p> | |

Mitigation (Only relevant to Option 2)

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)

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?

No.

Part 4. Monitoring

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:

All action taken will be reported to Council.

Part 5 - Approval and authorisation

| | Position/Job Title | Date |
|-------------------------------|---------------------------|-------------|
| Screened by: Samantha Holland | Capital Project Manager | 05/03/25 |
| Reviewed by: | Equality Officer | 05/03/25 |
| Approved by: | Angela McCann | 20/04/26 |

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.

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 (LCCC)

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.

Tender for the procurement of a professional Integrated Consultancy Team (ICT) for the design and specification of repair works to the Central Services Depot

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"/> | Plan <input type="checkbox"/> |
| 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.

N/A

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

The Council has a duty as an asset owner to safeguard and effectively manage its building stock. This involves undertaking planned and reactive maintenance to preserve the integrity, safety, and functionality of its assets, prevent deterioration, and ensure continued compliance with relevant statutory and regulatory requirements.

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).

Other Definition (Provide details and the rationale below).

A definition of 'rural' is not applicable.

Details of alternative definition of 'rural' used.

Rationale for using alternative definition of 'rural'.

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

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.

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.

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 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 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.

The proposed works relate solely to repair and maintenance works to the existing roof and high-level external walls of the building. The project is limited to essential upkeep of the existing structure and does not involve any change to the building's use, function, capacity, location, or the manner in which services are delivered.

The works will not alter access to services, create changes in transport requirements, affect service availability, or influence employment opportunities differently for people living in rural areas compared with those in urban areas. No changes are proposed that would disadvantage rural communities through increased travel, reduced accessibility, digital exclusion, or reduced service provision.

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?

The proposed works do not have an impact on rural users

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.

The proposed works do not have an impact on rural users

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**.

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.

The proposed works relate solely to repair and maintenance works to the existing roof and high-level external walls of the building. The project is limited to essential upkeep of the existing structure and does not involve any change to the building's use, function, capacity, location, or the manner in which services are delivered.

The works will not alter access to services, create changes in transport requirements, affect service availability, or influence employment opportunities differently for people living in rural areas compared with those in urban areas. No changes are proposed that would disadvantage rural communities through increased travel, reduced accessibility, digital exclusion, or reduced service provision.

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: | Samantha Holland |
| Position/Grade: | Capital Project Manager |
| Division/Branch | Capital Projects |
| Signature: | |
| Date: | 05/03/25 |
| Rural Needs Impact Assessment approved by: | Tim Smith |
| Position/Grade: | Duty Manager, W&OS |
| Division/Branch: | Environmental Services |
| Signature: | Tim Smith |
| Date: | 21.4.26 |

| | |
|---------------------|----------------------------------------|
| Committee: | Environment & Sustainability Committee |
| Date: | 6 May 2026 |
| Report from: | Director of Environmental Services |

CONFIDENTIAL REPORT

| | |
|------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Reason why the report is confidential: | Local Government Act (NI) 2014 Schedule 6 – Access to Information: Exemption information – Information relating to the financial or business affairs of any particular person (including the Council holding that information). |
| When will the report become available: | N/A |
| When will a redacted report become available: | Following ratification at May council meeting |
| The report will never become available: | FBC will never be released |

| | |
|------------------|------------------------------|
| Item for: | Decision |
| Subject: | Kerbside Collection Services |

| 1.0 | <u>Background and Key Issues</u> | | | | | | |
|---------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|------------------------|---------------------------------------|-------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.1 | Council is committed to reforming its kerbside collection services across its area and work has been ongoing over a number of years to introduce a harmonised system to all households with the aim of increasing participation and improving recycling rates. | | | | | | |
| 1.2 | <p>NI Councils have statutory waste targets to meet. Targets in the Waste (Circular Economy) (Amendment) Regulations (Northern Ireland) for municipal waste are as follows:</p> <ul style="list-style-type: none"> • 55% recycling by 2025 • 60% recycling by 2030 • 65% recycling by 2035 • the amount of municipal waste landfilled to be reduced to 10% or less of the total amount of municipal waste generated by 2035. | | | | | | |
| 1.3 | The Climate Change Act (Northern Ireland) 2022 mandates a target for Northern Ireland to recycle at least 70% of all waste by 2030. | | | | | | |
| 1.4 | <p>A variety of kerbside collection models are currently in place across the council DEAs:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #d9e1f2;"> <th style="text-align: left;">DEA</th> <th style="text-align: left;">Number of properties</th> <th style="text-align: left;">Waste collection model</th> </tr> </thead> <tbody> <tr> <td>Castlereagh East Castlereagh South</td> <td>7,000</td> <td>Weekly wheelie box recycling collection (including glass)*; Weekly collection of food waste in 23l caddy*; Fortnightly 180 litre bin residual collection;</td> </tr> </tbody> </table> | DEA | Number of properties | Waste collection model | Castlereagh East Castlereagh South | 7,000 | Weekly wheelie box recycling collection (including glass)*; Weekly collection of food waste in 23l caddy*; Fortnightly 180 litre bin residual collection; |
| DEA | Number of properties | Waste collection model | | | | | |
| Castlereagh East Castlereagh South | 7,000 | Weekly wheelie box recycling collection (including glass)*; Weekly collection of food waste in 23l caddy*; Fortnightly 180 litre bin residual collection; | | | | | |

| | | |
|----------------------------------------------------------------------------------|--------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | Fortnightly 240 litre bin comingled garden and food collection |
| Castlereagh East Castlereagh South | 13,200 | Weekly kerbie box recycling collection (including glass)*; Fortnightly 240 litre bin residual collection; Fortnightly 240 litre bin comingled garden and food collection |
| Downshire East Downshire West Killultagh Lisburn North Lisburn South | 42,000 | Fortnightly 240 litre mixed dry recycling collection (excluding glass); Fortnightly 240 litre bin residual collection; Fortnightly 240 litre bin comingled garden and food collection |

*Wheelie box, kerbie box and 23L food caddy collections are carried out by Bryson Recycling

- 1.5 Due to the variety of kerbside collection models in place across the DEAs not all residents are provided with the same service.
- Only 20,200 properties currently have glass collected at the kerbside, the remaining properties do not have this service but can choose to dispose of glass at bring banks and Household Recycling Centres.
 - 7,000 properties have a separate weekly food waste collection and fortnightly garden waste collection, all other properties have a fortnightly comingled food and garden waste collection.
 - 20,200 properties have a weekly kerbsort recycling collection, 42,000 properties have a fortnightly mixed dry recycling collection.
- 1.6 Disparity in kerbside collection models obstructs harmonisation and optimisation of the waste collection service. Various kerbside models in operation makes it difficult to effectively communicate with residents to encourage participation with recycling and organics collections and increase capture of target materials to meet recycling targets.
- 2.0 **Context**
- 2.1 In 2024/2025, LCCC achieved a municipal waste recycling rate of 50.8%. Legislation identifies potential sanctions in the form of fines that may be levied if recycling targets are not met. Additionally, the Council is in receipt of pEPR payments which are required to be spent on the improvement of recycling services.
- 2.2 In October 2022 Members approved a decision to change the standard colour of recycling bins from green to blue. This decision aligned with the recycling bin colours used in neighbouring Council areas at that time.
- 2.3 In January 2023 Members agreed a Full Business Case (FBC) for the acquisition, assembly and subsequent distribution of the preferred bin types for our residents. The model agreed for all households in the LCCC area was as follows:
- Fortnightly 180l black bin for residual waste
 - Fortnightly 360l blue bin for recycling (including glass)
 - Fortnightly 240l brown bin for organic waste
- 2.4 The total cost for this investment decision was █████ and included purchase of new bins, assembly and distribution, route management system, communications and

engagement. The route management system has been procured and is at implementation phase. [REDACTED]

2.5

Following approval of the FBC, the UK Government announced planned changes to kerbside collections in England. Similarly, DAERA announced a consultation entitled 'Rethinking Our Resources: Measures for Climate Action and a Circular Economy in NI'. The purpose of this consultation was to look at options to determine the best policy to increase recycling rates, reduce waste to landfill and carbon emissions.

2.6

[REDACTED]

2.7

In December 2023, council approved a pause in the kerbside project to await the outcomes of the consultation and guidance from DAERA.

2.8

To date, the outcomes of the consultation have not been announced, and the council has had engagement with DAERA on a further consultation entitled 'Rethinking Our Resources: Northern Ireland Resources and Waste Management Strategy'.

3.0

Proposed revision of Kerbside Collection Services

3.1

The recycling rate in LCCC has decreased each year since 2021/22 with the recycling rate of 52% in 2021/22 decreasing to 50.8% in 2024/25. Without intervention the recycling rate will not increase and the Waste (Circular Economy) (Amendment) Regulations (Northern Ireland) targets will not be met.

3.2

LCCCs mixed dry recycling processing contract will expire at the end of September 2026. There is an urgent need to make a decision about the future kerbside collection model, and materials accepted in this model, to progress a procurement exercise for a new contract.

3.3

In light of this urgent decision and decreasing recycling rates, Members were invited to attend a workshop in February 2026 where they were provided with an update on the kerbside collection services project and potential next steps.

3.4

Following engagement with Members, LCCC contracted a consultant to refresh the agreed kerbside collection model and addendum/refresh to the previously agreed business case [REDACTED]

3.5

The refreshed kerbside collection model is proposed as follows:

- Fortnightly 240l black bin for residual waste
- Fortnightly 240l green bin for recycling (including glass)
- Fortnightly 240l brown bin for organic waste

3.6

The changes between the agreed model (January 2023) and the refreshed model are as follows:

- Residual waste to be collected in 240l bins instead of the 180l bins

- 3.7 - Mixed dry recycling including glass to be collected in green 240l bins instead of the blue 360l bins

3.8 This update to the model means that instead of purchasing 55,200 180l black bins for the collection of residual waste and 62,200 360l blue bins for the collection of mixed dry recycling, LCCC will have a requirement to purchase 20,200 240l green bins to replace kerbie and wheelie boxes in the two Castlereagh DEAs and 7000 240l black bins to replace the 180l residual bins used by households in the wheelie box pilot areas. Households that currently have a 240l residual waste bin or 240l recycling bin will retain these bins, however recycling boxes will be collected and disposed of by Council.

3.9 The refreshed kerbside collection service will be provided in-house by the Council's Waste & Operational Services Unit. Three new 26T refuse collection vehicles will be required to collect recycling from areas which currently have an outsourced recycling box collection (Castlereagh East and South).

3.10 In undertaking the modelling for the new service, it is estimated that three additional drivers and six additional cleansing operatives will be required to carry out these recycling collections. A temporary Project Officer and two temporary Waste Support Officers will also be required to implement changes to the waste collection service in a streamlined and efficient manner.

3.11 Introduction of the refreshed collection model will provide a harmonised kerbside collection service for all households in the Council area with the same materials being accepted in the standardised service. The model can be introduced with few changes to the current operating model for many households.

3.12 New processing, treatment and haulage contracts will be required to process the collected materials. The current processing and treatment contract ends in September 2026 and a new contract that can process all collected recycling materials included in the new model will replace this. This contract will be procured by Arc21 on behalf of council.

4.0 The simplicity of the refreshed waste collection service means that it can be delivered to all households with minimal disruption to their collections.

4.1 **Costs for refreshed collection model**

| Collection Model | Capital Investment (£) | Operational Cost Year one (£) | Grand Total Cost Year one (£) |
|---------------------------------------------------------------------------------------------------------------------------------------|------------------------|-------------------------------|-------------------------------|
| Current model | ■ | ■ | ■ |
| Refreshed model Fortnightly 240l black bin for residual waste Fortnightly 240l green bin for recycling (including glass) | ■ | ■ | ■ |

| | | | | |
|-----|----------------------------------------------|--|--|--|
| 4.2 | Fortnightly 240l brown bin for organic waste | | | |
|-----|----------------------------------------------|--|--|--|

4.3 [Redacted]

4.4 [Redacted]

The capital investment cost includes:

- The purchase of 3 RCVs required to service the 20,200 properties moving from a Bryson Recycling collected box system to an in house serviced recycling bin,
- The purchase of 20,200 240l recycling bins for households moving from a recycling box system,
- The assembly and delivery of 20,200 recycling bins,
- The removal and disposal of kerbie boxes,
- The removal of wheelie boxes,
- The purchase of 7,000 240l black bins for residual waste collections to replace the 180l used by houses with a wheelie box collection,
- Communications which include the salary costs for a temporary Project Officer and two temporary Waste Support Officer to introduce and implement the new service with minimal disruption to residents, and
- A temporary storage facility for the new bins, however, space has been identified at a council owned location for this storage space to reduce this capital investment cost ([Redacted] if needed).

4.6 The year one operational costs have been modelled based on current council operational costs with 2% inflation applied.



Benefits of refreshed collection model

5.2 The introduction of the refreshed collection model provides a harmonised kerbside collection service for all households in the LCCC area. This will create a common set of accepted materials in all waste streams providing an equitable service for all households and aiding communication through simple messaging.

5.3 The service will be convenient for residents and does not require the segregation of recyclable waste at home. An easy to operate system will increase public participation in the recycling service and increase the capture of recyclable materials.

Having a standard set of bins across all waste streams enhances operational efficiency, creating a resilient service that can flex to introduce new materials, such as flexible

| | | |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| | <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> | |
| 8.0 | <u>Equality/Good Relations and Rural Needs Impact Assessments</u> | |
| 9.1 | Has an equality and good relations screening been carried out? | Yes |
| 9.2 | <p>Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out</p> <p>An equality screening and subsequent review were undertaken in 2023 in relation to a previous waste harmonisation proposal. Following stakeholder feedback, a full 12-week public consultation was also carried out. Findings from these processes have informed the development of the current proposal</p> <p>A new equality screening was carried out for the FBC addendum report and it concluded that the kerbside project should be screened out with mitigations.</p> <p>Mitigations.</p> <ul style="list-style-type: none"> - Back door collection available where required - Larger/smaller bins available where appropriate - Alternative formats of information can be provided - Medical needs accommodated where appropriate | |
| 9.3 | Has a Rural Needs Impact Assessment (RNIA) been completed? | Yes |
| 9.4 | Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out. | |

| | |
|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|
| Appendices: | <p>[REDACTED]</p> <p>Appendix 4 confidential - Equality and Good Relations Screening</p> <p>Appendix 5 confidential - Rural Needs Impact Assessment</p> |
|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|

| | |
|---------------------|------------------------------------------|
| Committee: | Environment and Sustainability Committee |
| Date: | 6 May 2026 |
| Report from: | Head of Waste & Operational Services |

CONFIDENTIAL REPORT

| | |
|------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Reason why the report is confidential: | Local Government Act (NI) 2014 Schedule 6 – Access to Information: Exemption information – Information relating to the financial or business affairs of any particular person (including the Council holding that information). |
| When will the report become available: | N/A |
| When will a redacted report become available: | Following ratification at May council meeting |
| The report will never become available: | Appendices 4 confidential and 5 confidential not be released |

| | |
|------------------|------------------------------------------------------------------------------------------------------------------|
| Item for: | Decision |
| Subject: | Letter of Offer – DAERA Collaborative Change Programme for Redevelopment of Carryduff Household Recycling Centre |

| | |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.0 | <u>Background and Key Issues</u> |
| 1.1 | At December 2025 ESC meeting, Members were provided with an update regarding the redevelopment of Carryduff Household Recycling Centre (HRC) and a funding application that would be submitted to DAERAs Household Waste Recycling Collaborative Change Programme. It was recognised that not all costs associated with the redevelopment of the site would be eligible, namely, the operational depot facility currently located at the rear of the existing site. |
| 1.2 | The redevelopment of Carryduff HRC is intended to enable LCCC to meet the growing demand for waste disposal capacity in Carryduff and the surrounding area. The project will see redevelopment of the site with improved ingress and egress enabling better flow of traffic along with a split-level recycling centre with enhanced material collections. |
| 1.3 | A completed funding application was submitted to DAERA in December 2025 and it was estimated that ██████████ would be awarded for the project against eligible costs. |
| 1.4 | During processing of the application DAERA deemed that 25% of the costs that had been attributed to the new welfare/office facility were not within the scope of the funding as they would be used by staff not directly associated with the Household Recycling Centre. |
| 1.5 | LCCC submitted an updated cost application to take into account the reduced financial provision that would be made for the welfare/office facility which estimated DAERA providing reduced funding of ██████████ |

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| Committee: | Environment & Sustainability Committee |
| Date: | 6 May 2026 |
| Report from: | Head of Service - Waste and Operational Services |

CONFIDENTIAL REPORT

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|------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| 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: | N/A |
| When will a redacted report become available: | Following ratification at May council meeting |
| The report will never become available: | N/A |

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| Item for: | Decision |
| Subject: | CSD Roof & Wall Repairs - Tender Evaluation Criteria |

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| 1.0 | <u>Background</u> | | | | |
| 1.1 | This tender is for the procurement of a professional Integrated Consultancy Team (ICT) for the design and specification of repair works to the Central Services Depot. | | | | |
| 1.2 | This project will require a Business Case which will be completed for the project post appointment of an ICT where the repair options will be confirmed and costed at RIBA stage 2. | | | | |
| 1.3 | <u>Consideration</u> | | | | |
| 1.4 | The Head of Assets brought a report to Corporate Services in February 2025, outlining the impact of the introduction of the new Procurement Statute which came into effect on 24 February 2025. As part of a new process, the business cases for 'covered' procurements will now contain the tender evaluation award criteria. | | | | |
| 1.5 | The purpose of this report is to seek approval for the proposed tender evaluation award criteria. | | | | |
| 1.6 | The tender evaluation award criteria for the procurement of an Integrated Consultancy Team for the design and specification of repair works to the Central Services Depot is set out below for Members' consideration. | | | | |
| | <table border="1" style="width: 100%;"> <tr> <td>Quality</td> <td style="text-align: center;">40%</td> </tr> <tr> <td>Cost</td> <td style="text-align: center;">60%</td> </tr> </table> | Quality | 40% | Cost | 60% |
| Quality | 40% | | | | |
| Cost | 60% | | | | |
| | This tender will be awarded on the basis of the Most Advantageous Tender (MAT). | | | | |
| 2.0 | <u>Recommendation</u> | | | | |
| | It is recommended that the committee agrees: <ul style="list-style-type: none"> • the tender evaluation award criteria as outlined. | | | | |

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| 3.0 | <p><u>Finance and Resource Implications</u></p> <p>A contract break clause will apply at the end of RIBA stage 2, RIBA stage 3, and RIBA stage 4.</p> <p>Due to the nature of the works in an existing building, the requirement for opening up works and additional surveys as part of this appointment, it is not possible to accurately project costs at this stage. Once the ICT is appointed and the design has progressed to stage 2, high level outline costs can be provided along with design proposals / options. There is [REDACTED] provision in the capital programme.</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 | <p>Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out;</p> <p>Screen out – no equality impact assessment and no mitigation required.</p> <p>The proposed works have been screened out of the requirement for a full Equality Impact Assessment as they consist solely of repair and maintenance works to the existing roof and high-level external walls of the building.</p> | |
| 4.3 | Has a Rural Needs Impact Assessment (RNIA) been completed? | Yes |
| 4.4 | <p>Brief summary of the key issues identified and proposed mitigating actions <u>or</u> rationale why the screening was not carried out.</p> <p>The proposed works have been screened out of the requirement for a full Rural Needs Impact Assessment as they relate solely to repair and maintenance works to the existing roof and high-level external walls of the building.</p> | |

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| Appendices: | <p>Appendix 6 Confidential - EQIA</p> <p>Appendix 7 Confidential - RNIA</p> |
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