

Email dated 21 08 2019

Good morning

Please find below my formal response to your request.

I have a thought that if I explain how the Committee works, it may help you to direct any future questions on this matter.

The Eastern Civic Amenity Site Committee consists of 5 local authorities, Douglas, Onchan, Braddan, Garff and Santon.

The voting powers within the Committee are determined by the number of rate payers in the area, so Douglas has the controlling position. However, under the agreement, it needs the support of at least one of the other authorities if it wants to make any changes.

Only Douglas can chair the Committee, and whilst the position of Clerk to the Committee is open to anyone, Douglas volunteered to do so as they have the resources.

Using an open tender process, Douglas are also the contractors for the site, but careful attention is paid to ensure that the two roles don't merge when the contractor is called to meet the Committee.

The information below is collected from our records but the most detailed information will be held by the Clerk to the Committee who is employed by Douglas Corporation.

I hope this helps, but if you require any further clarification I would be happy to oblige.

Kind regards

Colin Whiteway

Dear

**Re: Freedom of Information Request: Eastern Civic Amenity Site rules**

I write further to your request dated 31<sup>st</sup> July 2019 and received on that day, which states:

*“ A copy of the Rules that apply to the use of the Eastern Civic Amenity site approved by the Eastern District Civic Amenity Site Joint – this is in relation to all aspects of use of the facility, including the activities, and expected behaviour, of users of the facility, including those which can result in the imposition of bans or prohibitions from use of the site, how such bans or prohibitions are determined, by whom and details of any appeal mechanism against the imposition of a ban or prohibition.  
If the imposition of bans or prohibitions from the Eastern District Civic Amenity Site are not covered in the Rules approved by the Eastern District Civic Amenity Site Joint Committee, I would be grateful if you could advise where information regarding the imposition of such bans or prohibitions is available.*

The information you requested, is in the attached document and below is an extract from the Minutes from the Eastern District Civic Amenity Site Joint Committee on Monday, 2<sup>nd</sup> March, 2015 when the document was considered and approved.

The Secretary had circulated a set of draft rules, combining those approved at the last meeting and the rules previously approved in March 2013. They also incorporated the opening hours and other details with the intention that they would form a composite document to be published by way of notices at the Site and on Websites.

There was a query as to the continuation of opening until 7.00 p.m. in Summer; there had been a suggestion that costs could be saved by closing earlier, but there was a perception that the evening period was useful to users in facilitating disposal of waste outside of normal working hours. It was agreed that the current opening regime should continue until a survey had been carried out to monitor usage of the Site throughout the day but that such survey be undertaken as soon as practicable.

Mr. Quayle offered to assist in obtaining the use of a traffic counter from the Highways Section of the Department to assist in the monitoring exercise.

There was discussion of the need for the height restriction and it was agreed that it remain in effect.

The final issue considered was the proposed limitation of the time limit for parking at the re-use facility and whether it should be reduced from fifteen minutes to five; it was felt that enforcement of such a short duration would be wasteful of resources and that fifteen minutes was reasonable and should remain.

**It was agreed:** that the revised composite rules be approved and published through notice boards on the Site and appropriate websites.

**Your right to request a review**

If you are unhappy with this response to your Freedom of Information request, you may ask us to carry out an internal review of the response, by completing a complaint form and

submitting it electronically or by delivery/post to the FOI Co-ordinator, Braddan Parish Commissioners, Close Corran, Union Mills, Braddan, IM4 4HD. An electronic version of our complaint form can be found by going to our website:

<http://www.braddan.im/category/foi/>.

If you would like a paper version of our complaint form to be sent to you by post, please contact us and we will be happy to arrange for this.

Your review request should explain why you are dissatisfied with this response, and should be made as soon as practicable. We will respond as soon as the review has been concluded.

If you are not satisfied with the result of the review, you then have the right to apply for a review of decisions by the Information Commissioner, for a decision on;

1. Whether we have responded to your request for information in accordance with Part 2 of the Freedom of Information Act 2015; or
2. Whether we are justified in refusing to give you the information requested.

In response to an application for review, the Information Commissioner may, at any time, attempt to resolve a matter by negotiation, conciliation, mediation or another form of alternative dispute resolution and will have regard to any outcome of this in making any subsequent decision.

More detailed information on your rights to review is on the Information Commissioner's website at: <https://www.inforights.im/>

Should you have any queries concerning this letter, please do not hesitate to contact me.

Further information about Freedom of Information requests can be found at: [www.gov.im/foi](http://www.gov.im/foi).

Yours sincerely

J C Whiteway *MBA*  
Clerk

[colin@braddan.im](mailto:colin@braddan.im)

## **EASTERN DISTRICT CIVIC AMENITY SITE**

At this Site the following materials can be recycled:

Metal (all kinds)	Paper	Cardboard
Glass bottles and jars	Green waste	Clothing
Plastic (bottles, bags, etc.)	Cans	Batteries (wet and dry cell)
Fluorescent lamps	Engine oil	Electrical appliances*

\* subject to charge in some cases: see below

The aim of the Site is to recycle as much waste as possible and the Joint Committee asks users to assist by separating recyclable materials wherever possible for deposit in the appropriate receptacles.

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The following Rules apply to use of the Site:

- 1 Only domestic waste is accepted.** "Domestic" waste is waste arising from normal household activity and includes hardcore and rubble only where that is generated by the householder and not by a contractor, and where the quantity is less than six bags per week and 12 bags per month. "Bag" refers to a small bag that can be carried by one person.
- 2 Charges apply to the disposal of fridges, freezers, television sets and computer monitors.** These charges are detailed below.
- 3 Commercial waste is not accepted at the Site.** "Commercial" in this context refers to any waste arising in the course of business, and includes household waste where that waste is removed for disposal by a person other than the householder; any individual found depositing waste other than domestic will be stopped and asked to leave the Site.
- 4 Vehicles over 2.2 metres in height are not permitted on the Site except during the specified times.** Such vehicles will be inspected to ensure that all waste carried is domestic as defined above.
- 5 Waste must be placed in the appropriate receptacle as marked or as directed by staff on Site.** Staff will give assistance when requested.
- 6 Electrical equipment or appliances must not be placed in the Re-Use area**
- 7 Waste deposited on the Site may not be removed except for items placed in the "Re-use" area.**
- 8 Children must be supervised and if under 16 years of age must remain in the vehicle.**
- 9 Items removed from the "Re-use" area are taken at the risk of the individual taking them.** Neither the Eastern District Civic Amenity Site Joint Committee nor the Contractor operating the site accept any responsibility for the safety of any items within the Re-Use area.
- 10 Loitering in the Re-Use area of the Site is not permitted.** No individual may remain in the re-use area for longer than 15 minutes per visit, only one visit per day is permitted, and no vehicle may remain parked on Site for more than 15 minutes.
- 11 Traffic and Parking signs must be observed**
- 12 Days and times of opening may be subject to change at any time.**
- 13 Facilities provided may be subject to change at any time.**
- 14 Directions given by staff on Site must be followed which may include instruction to leave the Site.**

- 15 **Verbal or physical abuse or threatening behaviour towards staff, or other users of the Site, is not tolerated.**
- 16 **Breach of any of these rules may lead to individuals being barred from using the Site; staff on Site have full authority to take such action and may instigate Police action if appropriate.**

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**Opening Hours:** (last admission 15 minutes before closing time)

Summer	Winter
Monday to Saturday 8 am to 7 pm	7 days per week, 8 am to 4 pm
Sundays and Bank Holidays 8 am to 4 pm	

Closed on Tynwald Day, Christmas Day, Boxing Day and New Year's Day

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**Vehicles over 2.2 metres in height** are permitted on Site, to deposit domestic waste only, between 2.00 and 4.00 p.m. on Sundays and Wednesdays.

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**Charges for Deposit of Electrical Goods:**

Standard Fridge or Freezer (less than 85 cm high, 60 cm wide and 62 cm long)	£12.00
Larger fridge or freezer (up to 172 cm high, 54 cm wide and 56.5 cm long)	£15.00
Wide fridge or freezer (exceeding the above dimensions)	£25.00
Computer monitors of any size	£6.00
Television sets of any size	£8.00

Electrical goods not listed are accepted free of charge.

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This Site is operated on behalf of the Eastern District Civic Amenity Site Joint Committee by its Contractor, Douglas Borough Council.

Operational enquiries: 678217

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Approved by the Eastern District Civic Amenity Site Joint Committee \_\_\_\_\_ date \_\_\_\_\_

Town Hall,  
Ridgeway Street,  
Douglas.

Telephone 696300