



Blue Box Program Plan Review for 2007
Description of the Process and Timeline

November 22, 2005

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Blue Box Program Plan Review for 2007 Description of the Process and Timeline

Introduction

This paper describes the purpose of the Blue Box Program Plan (BBPP) and Stewards' Funding Formula Review and how the review will be conducted. It also presents key dates and a broad timeline for the review.

The current Stewardship Ontario funding formula has been used for setting fees for the first four program years of the BBPP, the period of 2003 through 2006. While minor modifications to the Plan Rules have been implemented within the BBPP during this period, other ideas for major modification of the current funding formula have been suggested by some stakeholders. The Stewardship Ontario Board of Directors has agreed to undertake such a review prior to setting fees for 2007.

Objective of Review

The objective of this review is to provide an opportunity for affected stakeholders to assess the current approved funding formula and to consider whether potential modifications or alternative approaches better achieve the goals of the BBPP and the policy objectives and legal requirements of the Waste Diversion Act (WDA). It is intended that this review be open, comprehensive, fair and transparent.

The review will result in a recommendation of a preferred funding methodology to the Board of Directors of Stewardship Ontario and to Waste Diversion Ontario (WDO) prior to setting the 2007 fees.

It should be emphasized that this is a review of the stewards' funding formula and related aspects of the BBPP within the context of the WDA. A review of the WDA itself is outside of the scope of this review.

The review must be completed in time for the annual fee-setting cycle if the results are to be incorporated into the Stewards fees for 2007. Any modification approved by the Stewardship Ontario Board and the Minister would be used to calculate the 2007 fees. If options identified require further data and analysis which cannot be accomplished within the 2007 fee-setting cycle, then the work can be carried forward and considered for subsequent fee setting.

Steering Committee

A Blue Box Program Plan Review Steering Committee (SC) comprised of Stewardship Ontario Board members Lyle Clarke (LCBO) and Neil Antymis (PBG) has been directed by the Stewardship Ontario Board to oversee this review process. The Steering Committee will ensure key stakeholder concerns and suggestions are heard, accurately reflect these to the Stewardship Ontario Board and make recommendations to the Stewardship Ontario Board.

Advisory Committee

A Blue Box Program Plan Review Advisory Committee (AC) has been established to provide input to the work of the Steering Committee. The Advisory Committee will identify options for consideration, bring up key issues of concern to their constituency and encourage participation in the consultation program. As such, the committee includes representation from a broad cross-section of stakeholders. It is composed of stewards including the largest contributors, those without representation on the Stewardship Ontario Board, those who are knowledgeable about the BBPP, those who represent a range of options, as well as non-steward stakeholders. The Advisory Committee is chaired by the Board members on the Steering Committee. A list of Advisory Committee members is provided in Appendix A.

Proposed Changes to the Current Funding Formula

All proposed changes to the funding formula will be considered in relation to how the modified BBPP would comply with the WDA, whether the modifications would meet the objectives of the BBPP and whether the changes taken together achieve an appropriate balance among the principles of the review and the potential benefits to stewards. Any options outlined in the discussion paper and any others proposed during the course of the review will be considered in this way.

A summary of the review of options and recommendations on potential alternatives or improvements to the existing funding formula will be made by the Steering Committee to the Stewardship Ontario Board for consideration.

In developing its recommendations, the Steering Committee will analyze each option carried forward in the review to determine the effect on the distribution of fees by material and by stewards. Information is required on how the option would be implemented and how any criteria on which it is based would be defined, measured and reported in order for Stewardship Ontario to analyze and model the impact on materials and stewards. Proponents of each alternative will be asked to provide Stewardship Ontario with as much detail as possible in order for Stewardship Ontario to understand and analyze the option against the principles of the review.

Key Dates

The following is a brief description of the workplan identifying key dates and information requirements.

Workplan	Key Date
1st Advisory Committee meeting	October 27
The AC was asked to identify possible modifications and alternatives to the funding formula. After establishing a set of principles to guide the review, the AC short listed options that were considered to be within the scope of the review. The committee was also asked to provide input on the key elements of the draft discussion paper on the funding formula review for circulation to stakeholders prior to the first public consultation meeting.	
Stewardship Ontario Board meeting	October 31
The Stewardship Ontario Board reviewed the input from the 1 st Advisory Committee meeting and decided which options were within the scope of the review and were to be carried forward. It also reviewed plans for the consultation process.	
Information package circulated	November 22
The information package comprises the discussion paper which describes the purpose of the Blue Box Program Plan and steward funding formula review and it identifies the options that to date have been suggested by stakeholders to modify or replace the current funding formula.	
This companion document describes how the review will be conducted and the key dates and broad timeline.	

Conference call for clarification	November 29
<p>In order to maximize the effective use of the first public consultation meeting on December 8, Guy Perry of Stewardship Ontario will be available on a conference call between 10:00AM and 11:00AM to answer questions about the information presented in the discussion paper and about the process. The call will not address the relative merits or disadvantages of any options. It is intended for clarification only.</p> <p>Please forward any questions to info@stewardshipontario.ca before noon of November 28 to allow time to compile information that might not be readily at hand.</p> <p>Details are as follows: Local dial: 416-204-1403 Long distance dial: 1-866-613-5220 Participant passcode: 2024266#</p>	
1st public stakeholder consultation meeting	December 8
<p>8:30AM–3:30PM. Hotel Novotel in downtown Toronto</p> <p>This meeting will bring together stakeholders to review the options currently proposed to Stewardship Ontario as either a modification or an alternative to the current steward funding formula. Stakeholders are also asked to identify any additional possible options. Stewardship Ontario would ask that options be submitted by December 1 so that they can be reviewed and, if deemed to be within the scope of the review, added to the agenda.</p> <p>To attend, please register at www.stewardshipontario.ca/register.htm as early as possible. Though the consultation proceedings will be webcast, it is strongly recommended that participants plan to attend in person to benefit fully from the presentations and discussions that will take place on these important topics.</p> <p>Proponents of each option are being asked to present the option covering:</p> <ol style="list-style-type: none"> 1. A concise description of the option 2. The anticipated benefits 3. A description of how the option would work in practice. <p>Proponents will be asked to submit 4- 5 slides before the consultation to make them available to webcast participants. A list of stakeholders scheduled to speak will be issued as a separate memo.</p>	
Receive and review comments and information	December 22
<p>The Advisory Committee will receive and review all comments from stakeholders during December and the comments and information will be used to assess the various options within the scope and for feasibility.</p> <p>Proponents of each alternative are asked to provide Stewardship Ontario with key information before December 22 so all possible modifications or alternatives can be modeled in time for the Steering Committee to make any recommendations that could be approved before the 2007 fees are calculated. The description should provide sufficient information for Stewardship Ontario to model and analyze the impacts on all materials and stewards. This would include describing how the option would be implemented and defining the criteria on which it is based and how these would be measured and reported.</p> <p>Additional general comments can be provided to info@stewardshipontario.ca up to January 12.</p>	

Modeling of options	December/January
<p>Stewardship Ontario staff will model each option within the scope of the review and for which adequate information is available to determine the affect on fees. This will provide a quantitative analysis of the differences between the options and the impacts that each will have for different stewards can expect. for each sector of stewards and material type</p> <p>Stewardship Ontario staff will also identify any related issues that will need to be considered and potential changes to the BBPP and rules required in order to implement each option.</p>	
Steering Committee recommendations	Mid January
<p>After considering the results of modeling the options and reviewing all comments received, the Steering Committee will make recommendations regarding potential changes to the funding formula and any related changes required in the BBPP.</p>	
2nd Advisory Committee meeting	January 25
<p>The Advisory Committee will meet to review the Steering Committee's recommendations and provide any further comments.</p>	
Stewardship Ontario Board approval	Early February
<p>The Steering Committee will take recommendations with comments to the Stewardship Ontario Board for approval.</p>	
2nd public stakeholder consultation meeting	February 22 (to be confirmed)
<p>Stakeholders will review Stewardship Ontario Board recommendations on possible changes to the funding formula and any related changes to the BBPP.</p>	
Comment period	February 22 - March 3 (to be confirmed)
<p>Comments due by March 3 (to be confirmed)</p>	
Steering Committee recommendations	Early March
<p>After reviewing comments, the Steering Committee will make final recommendations regarding possible changes to the funding formula and related changes to the BBPP.</p>	
3rd Advisory Committee meeting (if required)	March 9 (to be confirmed)
<p>Possible meeting to review the Steering Committee's recommendations.</p>	
Stewardship Ontario Board approval	Mid-March
<p>The Steering Committee will take final recommendations to the Stewardship Ontario Board for approval.</p>	
WDO Board approval	Target March 15 for March 22
<p>Stewardship Ontario will forward recommendations to the Waste Diversion Ontario Board for approval.</p>	
Submission to Ministry	March 22
<p>Recommended changes to the funding formula and related changes to the BBPP will be submitted to the Ministry of the Environment for comment and approval</p>	
Posting on Environmental Registry	Target mid - April
<p>After review by the Ministry, the recommended funding formula and any related changes to the BBPP will be posted on the Ministry of the Environment's Environmental Registry.</p>	

Ministry approval	Target end of June
Minister of the Environment approval or rejection of the recommended funding formula and related changes to BBPP.	

Next Steps

SUBMIT NEW IDEAS

Stewardship Ontario would strongly encourage stakeholders with additional practical ideas to notify us by **December 1** and provide a detailed description. Please forward all suggestions to **info@stewardshipontario.ca**. The Steering Committee will assess whether they are within the scope of the review and if so, they will be added to the agenda for the December 8 public consultation. Stewardship Ontario may contact the proponent for clarification before the consultation.

REGISTER FOR DECEMBER 8 CONSULTATION

To **register** visit: **www.stewardshipontario.ca/register.htm**

Though the consultation proceedings will be webcast, it is strongly recommended that participants plan to attend in person in order to benefit fully from the presentations and discussions that will take place on these important topics.

CONFERENCE CALL TO CLARIFY INFORMATION – NOVEMBER 29

Guy Perry of Stewardship Ontario will be available on a conference line between **10:00AM and 11:00AM** to answer any questions of clarification about the information presented in the discussion paper and about the process.

Please forward any questions to **info@stewardshipontario.ca** **before noon of November 28** to allow time to compile information that might not be readily at hand.

Local dial: 416-204-1403

Long distance dial: 1-866-613-5220

Participant passcode: 2024266#

PREPARE AND SUBMIT INFORMATION TO EVALUATE OPTIONS

*Proponents of proposed changes are encouraged to prepare information needed to evaluate options as soon as possible and **no later than December 22** in order that Stewardship Ontario can model the affects on fees and assess the feasibility.*

*Please forward all information to **info@stewardshipontario.ca**.*

Required information:

- 1. A concise description of the option*
- 2. The anticipated benefits*
- 3. A description of how the option would work in practice*
- 4. Define criteria on which it is based and how they would be measured and reported.*

Appendix A

Blue Box Program Plan Review Advisory Committee Members

Co - Chairs:

Neil Antymis, Pepsi Bottling Group (Canada), Co Director, Environmental Affairs

Lyle Clarke, LCBO, Project Leader, LCBO Env. Strategic Plan

Advisory Committee:

Milena Avromovic, AMO, Senior Policy Advisor

David Bois, Home Hardware Stores Ltd. (rep. RCC), Corporate Health and Safety Manager

Rebecca Brown, Dell (rep. EPS Canada), Environmental Programs Manager

Tom Charette (or alt.), CFIB, Senior Policy Analyst

Duncan Deans, CHHMA, Business Consultant

Michael Ferrabee, CRFA, Executive Vice President, Government Affairs

Shelley Ford-Kohler, OCNA, Director of Financial Systems

Jim Hillard, Emerson, Marketing Manager

Jim Innes, Epson (rep. EFC), National Technical Support Manager

Kim McKinnon, CCGD, VP Communications/Ontario Public Policy

Catherine McVitty, Unilever Canada Ltd., Manager, Environmental Affairs

John Mullinder, PPEC (rep. CERB), Executive Director

Dina Palozzi (or alt.), BMO Financial Services, Chief Privacy Officer

Geoff Rathbone, City of Toronto, The Acting General Manager, Solid Waste Mgmt

Gary Sands (or alt.), CFGI, Senior Vice President

Michelle Saunders, ORHMA, Manager, Government Relations

Jo-Anne St. Godard, Recycling Council of Ontario (RCO), Executive Director

Sarah Webb, Sears Canada (rep. RCC), Environmental Compliance Manager

Gary Wygant, Novelis, Corporation Director, Recycling

Stewardship Ontario Staff:

Derek Stephenson, Stewardship Ontario, Program Manager

Guy Perry, Stewardship Ontario, Technical Services

Liz Parry, Stewardship Ontario, Technical Services

MOE Staff Observer:

Vince Sferrazza, MOE, Supervisor, Non-Hazardous Waste Div. Unit

Mario Faiata, MOE - Legal

Appendix B

Abbreviations/Acronyms

AC	Blue Box Program Plan Review Advisory Committee
AMO	Association of Municipalities of Ontario
BBPP	Blue Box Program Plan
CCGD	Canadian Council of Grocery Distributors
CERB	Coalition for an Efficient and Rational Blue Box
CFIB	Canadian Federation of Independent Business
CFIG	Canadian Federation of Independent Grocers
CHHMA	Canadian Hardware and Housewares Manufacturers Association
CNA	Canadian Newspapers Association
CRFA	Canadian Restaurant and Foodservices Association
EFC	Electro-Federation Canada
ENGO	Environmental Non-Government Organization
EPS Canada	Electronics Product Stewardship Canada
LCBO	formerly Liquor Control Board of Ontario
MOE	Ontario Ministry of the Environment
OCNA	Ontario Community Newspapers Association
ORHMA	Ontario Restaurant Hotel and Motel Association
PBG	Pepsi Bottling Group
RCC	Retail Council of Canada
SC	Blue Box Program Plan Review Steering Committee
WDA	Waste Diversion Act
WDO	Waste Diversion Ontario