

ARC21 JOINT COMMITTEE
Meeting No 034
Hosted by Antrim and Newtownabbey Borough Council
MINUTES
Thursday 27 September 2018

Members Present:

Councillor N Kelly	Antrim and Newtownabbey Borough Council
Alderman A Carson	Ards and North Down Borough Council
Councillor A Cathcart	Ards and North Down Borough Council
Alderman R Gibson (<i>Deputy Chair</i>)	Ards and North Down Borough Council
Councillor O Gawith	Lisburn & Castlereagh City Council
Alderman J Tinsley	Lisburn & Castlereagh City Council
Councillor B Adger	Mid and East Antrim Borough Council
Councillor D O'Loan (<i>Chair</i>)	Mid and East Antrim Borough Council
Councillor R Wilson	Mid and East Antrim Borough Council
Councillor G Craig	Newry, Mourne and Down District Council
Councillor D Curran	Newry, Mourne and Down District Council

Members' Apologies:

Councillor M Magill	Antrim and Newtownabbey Borough Council
Councillor S Ross	Antrim and Newtownabbey Borough Council
Councillor G Milne	Belfast City Council
Councillor M Collins	Belfast City Council
Councillor J Bunting	Belfast City Council
Councillor L Poots	Lisburn & Castlereagh City Council
Councillor W Clarke	Newry, Mourne and Down District Council

Officers Present:

R Burnett	arc21
G Craig (<i>Secretary</i>)	arc21
H Campbell	arc21
K Boal	arc21
J Green	arc21
C Robinson	arc21
M Lavery	Antrim and Newtownabbey Borough Council
D Lindsay	Ards and North Down Borough Council
B Murray	Belfast City Council
W Muldrew	Lisburn & Castlereagh City Council
S Holgate	Mid and East Antrim Borough Council
R Moore	Newry, Mourne and Down District Council

Officers' Apologies:

G Girvan	Antrim and Newtownabbey Borough Council
N Grimshaw	Belfast City Council
C Campbell	Belfast City Council
H Moore	Lisburn & Castlereagh City Council
P Thompson	Mid and East Antrim Borough Council

The Chair welcomed Councillor Neil Kelly, the new representative from Antrim and Newtownabbey Borough Council, to his first Joint Committee meeting.

He also welcomed Roland Moore, the new Neighbourhood Services Director of Newry, Mourne and Down District Council, to the meeting and congratulated him on his new appointment.

Item 1 - Conflicts of Interest Statement

The Chair read out the Conflicts of Interest Statement. There were no conflicts noted.

Action: Noted

Item 2 - Apologies

Apologies were noted.

Action: Noted

Item 3 - Minutes

The minutes of Joint Committee meeting 033 held on 30 August 2018 were agreed.

Action: Agreed

Item 4 - Matters Arising from the Minutes

All matters arising were discussed under agenda items.

Action: Noted

The Chair advised Members that the meeting would now go In Committee, which was proposed and seconded accordingly.

In Committee

Matters of a confidential and commercially sensitive nature were discussed under these agenda items and recorded accordingly.

Following discussion on the commercially sensitive matters, the Chair advised Members that the meeting would now return to the main agenda but whilst 'in committee' there were three matters discussed as follows:

Item 5 - In Committee Minutes of Meeting No. 033 held 30 August 18 Action: Agreed

Item 6 - Matters arising from the Minutes Action: Noted

Item 7 - Residual Waste Treatment Project Action: Noted

Out of Committee

The Chair advised Members that the meeting would now return to the main agenda, which was further proposed and seconded.

Item 8 - Contracts and Performance Update

Ms Boal and Ms Robinson presented a report to advise the Joint Committee on the prevailing monthly situation pertinent to the operational performance of the service and supply contracts.

A summary of the key discussions is replicated as follows:

- *NWP have advised arc21 of changes to the company ownership, further information is being sought.*
- *Organic waste tonnages increased following the fall in tonnages delivered during June and July and were similar to the levels collected in August 2017.*
- *Site visit by Officers to Cherry Polymers facility successfully carried out.*
- *Textile bank tonnages remain high in August 2018.*

At last month's meeting Members requested further information on the additional tonnage that may be available if all food waste was diverted from the residual bins and Ms Boal provided some statistics for Members' information in relation to this.

Ms Boal reported that there had been a change of ownership of NWP and once clarification of the changes have been received, she would update Members accordingly.

Action: Ms Boal

Following discussion the Joint Committee agreed to note the report.

Action: Noted

Item 9 - Audit Committee Update

Mr Craig provided a report to update the Joint Committee in respect of the activities of the Audit Committee.

A summary of the key discussions is replicated below.

Annual Report for the year to March 2018 - To improve the effectiveness of the Audit Committee it was recommended an annual report be prepared which sets out the key issues dealt with by the Committee over the financial year.

Executive Summary - The Joint Committee was presented with a summary of the issues that were dealt with at the Audit Committee meeting held on 20 September 2018.

Report To Those Charged With Governance (RTTCWG) - Following the completion of the fieldwork on the audit of the accounts of the Joint Committee for the year to March 2018, the RTTCWG was provided and sets out the operational issues which the Local Government Auditor raised during the audit. This year the Local Government Auditor pointed out that some Members Declarations of Interest forms had not been submitted at the time the accounts were closed.

Mr Craig encouraged all Members to return their signed declaration of interests forms as soon as possible and advised that he would be in contact with the Members who had not completed the forms and update the Joint Committee at the next meeting.

Action: Mr Craig

Mr Craig also noted from the RTTCWG that the accounts for the year to March 2018 were to be certified by the Local Government Auditor without qualification which was a very satisfactory position for the Joint Committee to achieve.

The Chair and Members congratulated Mr Craig and his team, with a special mention to Mr McKeown, in achieving this excellent result.

Action: Noted

Draft Data Matching Code of Practice, consultation- The proposed response to the consultation exercise initiated by the NIAO has been approved by the Audit Committee and Members of the Joint Committee were asked to also consider the draft response so that it can be approved and submitted by the deadline of 1 October 2018.

Following discussion the Joint Committee agreed to endorse this response.

Action: Agreed

Councillor Cathcart advised that, due to work commitments, he would be unable to continue as a Member of the Audit Committee. Mr Craig noted Councillor Cathcart's position and advised that he would discuss this matter with the Chair of the Audit Committee, Councillor Gawith.

Action: Mr Craig

Item 10 - AOB

Annual General Meeting - Mr Craig advised Members that the AGM would be held before the next Joint Committee meeting on Thursday 25 October at which appointments would be made for the positions of Chair and Deputy Chair for the forthcoming year.

Action: Mr Craig

Item 11- Next Meeting

The Chair advised that the next scheduled meeting of the Joint Committee was due to be held on Thursday 25 October 2018 at 10.30am and hosted by Ards and North Down Borough Council.

Action: Noted

Date: 04.12.2018

Chairman: Declan O'Leary