

## ARC21 JOINT COMMITTEE

Meeting No 033

Hosted by arc21

MINUTES

Thursday 30 August 2018

### Members Present:

Councillor M Magill  
Alderman A Carson  
Councillor A Cathcart  
Alderman J Tinsley  
Councillor B Adger  
Councillor D O'Loan (*Chair*)  
Councillor R Wilson  
Councillor G Craig

Antrim and Newtownabbey Borough Council  
Ards and North Down Borough Council  
Ards and North Down Borough Council  
Lisburn & Castlereagh City Council  
Mid and East Antrim Borough Council  
Mid and East Antrim Borough Council  
Mid and East Antrim Borough Council  
Newry, Mourne and Down District Council

### Members' Apologies:

Councillor S Ross  
Councillor N Kelly  
Alderman R Gibson (*Deputy Chair*)  
Councillor G Milne  
Councillor M Collins  
Councillor J Bunting  
Councillor L Poots  
Councillor O Gawith  
Councillor W Clarke  
Councillor D Curran

Antrim and Newtownabbey Borough Council  
Antrim and Newtownabbey Borough Council  
Ards and North Down Borough Council  
Belfast City Council  
Belfast City Council  
Belfast City Council  
Lisburn & Castlereagh City Council  
Lisburn & Castlereagh City Council  
Newry, Mourne and Down District Council  
Newry, Mourne and Down District Council

### Officers Present:

G Craig (*Secretary*)  
H Campbell  
K Boal  
J Green  
R Burnett  
M Lavery  
D Lindsay  
B Murray  
H Moore  
P Thompson  
R Moore

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Antrim and Newtownabbey Borough Council  
Ards and North Down Borough Council  
Belfast City Council  
Lisburn & Castlereagh City Council  
Mid and East Antrim Borough Council  
Newry, Mourne and Down District Council

**Officers' Apologies:**

J Quinn  
G Girvan  
N Grimshaw  
C Campbell

arc21  
Antrim and Newtownabbey Borough Council  
Belfast City Council  
Belfast City Council

Steve Traynor, Stahrs Ltd, in attendance for Item 3 only.

The Chair advised Members that Councillor Neil Kelly had replaced Councillor John Blair as the new Antrim and Newtownabbey Borough Council Joint Committee representative and welcomed him in his absence.

The Chair also welcomed Mr Traynor to the meeting and advised Members that he would be presenting Item 3 on the agenda in relation to the Senior Management Interim Arrangements.

**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**

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

**In Committee**

The Chair read out section 4.15 of the Councillors' Code of Conduct.

**Officers left the meeting.**

Matters of a confidential and commercially sensitive nature were discussed under this agenda item 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 was one matter discussed as follows:

**Item 3 - Senior Management Interim Arrangements**

**Action: Agreed**

**Officers returned to the meeting.**

## **Out of Committee**

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

### **Item 4 - Minutes**

The minutes of Joint Committee meeting 032 held on 28 June 2018 were agreed.

**Action: Agreed**

### **Item 5 - 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 back 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 five matters discussed as follows:

<b>Item 6 - In Committee Minutes of Meeting No. 032 held 28 June 18</b>	<b>Action: Agreed</b>
<b>Item 7 - Matters arising from the Minutes</b>	<b>Action: Noted</b>
<b>Item 8 - Residual Waste Treatment Project</b>	<b>Action: Agreed</b>
<b>Item 9 - Organic Waste Treatment Contract</b>	<b>Action: Agreed</b>
<b>Item 9a - Legal Services Contract</b>	<b>Action: Agreed</b>

## **Out of Committee**

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

### **Item 10 - Contracts and Performance Update**

Mr Burnett, 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:

- *Sustained dry spell has caused a reduction in arc21 Organics tonnages in comparison to the same period in 2017.*
- *One incident of a rejected load in July 2018 delivered into Organics delivery site.*
- *Incident at Antrim Transfer Station leading to significant damage to party wall.*
- *Contract high tonnage for Textiles in July 2018.*
- *Approval sought for main elements for a new Recovery/Disposal Residual Waste Contract.*
- *Contract for the collection and treatment of WEEE Display Units entered into.*

Arising out of discussion in relation to the Organics Contract tonnages it was requested that further information be brought back regarding the potential amounts of food waste that are still being presented in the residual bins.

**Action: Ms Boal**

#### Recovery/Disposal of Residual Waste

Mr Burnett reported that a number of Councils had individual short-term contracts for the treatment of residual waste which does not rely solely on landfill and, following consultation, it was considered desirable to procure appropriate arrangements through arc21 for this service.

Accordingly, Mr Burnett recommended that the main elements of a new specification be approved by the Joint Committee as follows:

- (a) *Service contract(s) with payment on a gate fee per tonne basis for feedstock material;*
- (b) *Feedstock material shall be from any one or combination of the following residual waste streams:*
  - (1) *Household waste Recycling Centres/ Civic Amenity Sites;*
  - (2) *Bulky Waste Collections;*
  - (3) *Fly tipped materials;*
  - (4) *Kerbside household waste collections;*
  - (5) *Commercial waste collections;*
  - (6) *Other relevant sources not including any of the above and specified by a participating council;*
- (c) *Arrangements shall be flexible to facilitate participation by any Council;*
- (d) *Arrangements shall be sufficiently flexible to facilitate varying aspects pertaining to participating Councils;*
- (e) *Arrangements shall be valid and open for a period not exceeding 5(five) years;*
- (f) *Contract conditions shall include that pertaining to strategic resource management performance e.g. minimum landfill diversion rate;*
- (e) *Default Schedule of Penalties applied for non-performance; and*

- (f) *Evaluation shall be on the basis of the most economically advantageous tender entailing appropriate qualification thresholds, quality and cost.*

Following discussion the Joint Committee agreed to approve the recommendation and note the rest of the report.

**Action: Agreed**

### **Item 11 – Revenue Estimates**

Mr Craig presented the Joint Committee with the proposed Revenue Estimates of arc21, for approval, for the three-year period from 2019/20 to 2021/22, in order that Participant Councils can make appropriate budgetary provision within their own individual financial plans.

He advised that taking into account the current rate of inflation, the pay award agreement, which expires in March 2020, and high level guidance from Constituent Councils, the estimated expenditure of the Joint Committee represents an increase of around 1% year on year.

Following discussion the Joint Committee agreed to approve the Revenue Estimates.

**Action: Agreed**

The Chair commended arc21 on achieving an increase of only 1% especially in the current environment.

**Action: Noted**

### **Item 12 - Consultation on Environmental Principles and Accountability for the Environment**

Mr Burnett presented a report to advise the Joint Committee on the consultation paper issued by DEFRA seeking views on the use of environmental principles and accountability for the environment in England following the UK's exit from the EU.

He reported that a response had been submitted by the deadline of 2 August and a copy was presented to Members for noting.

Following discussion the Joint Committee agreed to note the response.

**Action: Noted**

### **Item 13 - NILAS 2017/18**

Mr Burnett presented a report to advise the Joint Committee on the position with respect to NILAS for the 2017/18 year.

He reported that all arc21 Councils had met their target for this year and there is no requirement to initiate the Transfer protocol.

Following discussion the Joint Committee agreed to note the report.

**Action: Noted**

**Item 14 - AOB**

arc21 website - Mr Burnett informed the meeting that work was in progress in relation to revamping the arc21 website and it is hoped that it will go live by the end of October and Members notified accordingly.

Chief Executive's Retirement - Mr Craig informed the Committee of the arrangements following the meeting for Mr Quinn's retirement presentation.

Councillor Craig offered his congratulations to both Mr Burnett and Mr Craig on their new positions as Acting Chief Executive and Acting Deputy Chief Executive respectively and wished them well with the undertaking of their new shared responsibilities.

**Action: Noted**

**Item 15 - Next Meeting**

The Chair advised that the next scheduled meeting of the Joint Committee was due to be held on Thursday 27 September 2018 at 10.30am and hosted by Antrim and Newtownabbey Borough Council.

**Action: Noted**

Date: 27.09.2018

Chairman: D. O'Leary