

**ARC21 JOINT COMMITTEE**  
**Meeting No 048**  
**Virtual Meeting**  
**MINUTES**  
**Thursday 30 July 2020**

**Members Present:**

Councillor M Goodman  
Alderman A Carson  
Councillor G Walker  
Councillor P McReynolds  
Councillor F Ferguson  
Councillor M Gregg  
Councillor S Lee  
Councillor M Burnside  
Councillor H McKee  
Councillor K Owen  
Councillor W Clarke (*Deputy Chair*)

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

**Members' Apologies:**

Councillor N Kelly  
Councillor T McGrann  
Alderman R Gibson (*Chair*)  
Councillor JJ Magee  
Alderman D Drysdale  
Councillor I Friary  
Alderman R Cherry

Antrim & Newtownabbey Borough Council  
Antrim & Newtownabbey Borough Council  
Ards & North Down Borough Council  
Belfast City Council  
Lisburn & Castlereagh City Council  
Mid & East Antrim Borough Council  
Mid & East Antrim Borough Council

**Officers Present:**

T Walker  
G Craig (*Secretary*)  
H Campbell  
J Green  
K Boal  
L Daly  
D Lindsay  
B Murray  
N O'Malley  
D Carey  
R Moore

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

**Officers' Apologies:**

G Girvan  
N Grimshaw  
S Toland  
H Moore  
P Thompson

Antrim & Newtownabbey Borough Council  
Belfast City Council  
Belfast City Council  
Lisburn & Castlereagh Borough Council  
Mid & East Antrim Borough Council

In the absence of the Chair, Alderman Gibson, the Deputy Chair, Councillor Clarke took the Chair. He informed the Committee that Alderman Gibson was unwell and on behalf of the Joint Committee wished him a speedy recovery.

As this was the first remote video meeting of the Joint Committee Mr Craig read out the protocol for conducting the meeting.

The Chair welcomed all Members and Officers accordingly.

### **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**

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

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 - Governance Arrangements Update**

**Action: Agreed**

## **OUT OF COMMITTEE**

The Chair advised members that the meeting would now return to the main agenda, which was agreed.

### **Item 4 - Minutes**

The minutes of the Joint Committee meeting 047 held on 27 February 2020 were agreed.

**Action: Agreed**

### **Item 5 - Matters Arising from the minutes of meeting 47**

**Page 15-Site Visits to Contractor Facilities** - Ms Boal advised that, due to the covid emergency, site visits were presently on hold as no visitors were allowed at the facilities. It was unlikely therefore that visits could be arranged until next year but this will obviously be dependent on the situation at the time.

**Action: Noted**

**Page 16-Deposit Returns Schemes (DRS) Meeting Group** - Mr Walker advised that the DRS meeting group had continued during lockdown with representatives from all over the UK. He reported that it was likely that two consultations would be coming out probably late December or early January and he would keep Members updated on these accordingly.

**Action: Mr Walker**

**Page 17-Scenario Planning Workshop** - Mr Walker advised that this was on hold at present as councils gather viewpoints for next steps in relation to the development of the Waste Management Plan.

**Action: Noted**

**Page 17-Attendance of Members** - following the concerns raised regarding Member attendance at Joint Committee meetings and the issue of having a quorum, Mr Walker advised that, as part of the next Annual Report for 2019/20, a record of the percentage of Members in attendance would be included. Members raised their concerns with council meetings being held at the same time as Joint Committee meetings, work commitments and the time travelling to and from the meetings. It was suggested that Mr Walker speak to the CEXs to see if this was something that could be considered when councils are arranging their meetings. It was also noted that remote video meetings, such as the one held on this occasion, would result in better attendance.

**Action: Mr Walker**

The online remote virtual type meeting was discussed, the general consensus was positive and it was agreed to hold the meetings in this format going forward for the near future and to keep this under review. This would have the benefit of cost savings and reducing travelling time and hopefully those in the past having difficulties in attending may find it easier to attend the meetings under this new format.

The platform type was discussed and whether it should be ZOOM or MS Teams. Mr Walker advised that arc21's service provider was Belfast City Council and they would only support MS Teams due to the security and encryption features that the platform presents.

**Action: Agreed**

#### **Item 6 - Notes of Joint Committee Briefing 04 held in June 2020**

The notes of the June briefing, number 04, held between the Acting Chief Executive and the Chair were presented for noting.

Following discussion the Joint Committee agreed to note accordingly.

**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.

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:

**Item 7 - Minutes of Joint Committee Meeting 047 held on 27 February 2020 'in committee'** **Action: Agreed**

**Item 8 - Matters Arising** **Action: Noted**

**Item 9 - Notes of Joint Committee Briefing 04 held in June 2020** **... Action: Noted**

<b>Item 10 - Residual Waste Treatment Project</b>	<b>Action: Agreed</b>
<b>Item 11 - Commercially Sensitive Procurement and Contracts Issues</b>	<b>Action: Agreed</b>

## **OUT OF COMMITTEE**

The Chair advised Members that the meeting would now return to the main agenda, which was agreed.

### **Item 12 - Contracts and Performance Update**

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

She reported that arc21 continues to manage and monitor the impact of COVID-19 on its contracts and operationally the contracts continue to perform effectively with some ongoing issues regarding processing and market availability in relation to the Bring Bank Textile contract.

She noted that new contracts for Municipal Waste Disposal had been approved and steps were far advanced to commence those contracts with an effective start date from 1 August 2020.

She reported that the education service was currently suspended and the education officer was covering the duties of the monitoring officer who was off on maternity leave.

In covering the ongoing work, the Chair noted his thanks for the work by arc21 officers in helping and supporting Councils by maintaining continuity of service throughout the difficult circumstances recently experienced. He also thanked the Council Officers and Directors for continuing to deliver the waste services during this difficult time.

Following discussion the Joint Committee agreed to note the report.

**Action: Noted**

### **Item 13 - Council Covid-19 Waste Management Financial losses**

Mr Craig presented a report to update the Joint Committee on the Waste Management Financial support sought from Government in regards to the losses being incurred by councils arising from the Covid-19 emergency.

He advised that meetings were ongoing with DAERA Officials to ensure that the Department is kept up to date with the issues impacting local government in terms of waste management from a financial point of view.

He reported that claims had been submitted in respect of the estimated losses incurred by the 11 councils from mid-March to June and reported that the estimated losses for the next quarter (Jul-Sept) have also been submitted to the Department.

He noted that the overall total estimates losses incurred by councils on waste management activities from March to September is £10M.

Following discussion the Joint Committee agreed to note the report.

**Action: Noted**

#### **Item 14 - Audit Committee Meeting 27 July 2020**

Mr Craig presented a report to update the Joint Committee on the issues presented to the Audit Committee at the meeting which had been held on 27 July 2020.

He reported that the main issue for the Audit Committee related to the statutory draft accounts for the year to March 2020. He reported that the Audit Committee had approved the draft accounts for submission to the Department and the Local Government Auditor, and that the audit was now underway. He stated that he would present the draft accounts to the next Joint Committee meeting.

Following discussion the Joint Committee agreed to note the report.

**Action: Noted**

#### **Item 15 - Department of Agriculture, Environment & Rural Affairs (DAERA) Public Discussion Document: Collection of Waste of a Household Nature in Northern Ireland (NI)**

Mr Walker presented a report to advise the Joint Committee on a public discussion document originating from DAERA on the Collection of Waste of a Household Nature in NI.

He reported that DAERA is seeking views on a public discussion document on the "*Future Recycling and Separation of Waste of a Household Nature in Northern Ireland*". The document sets out the current position of recycling in NI, and the current and new regulatory, climate change and market drivers that will influence policy in the future. It seeks views on a range of proposals, which will help shape the landscape of waste management in Northern Ireland.

He reported that NILGA were proposing to hold a workshop on Thursday 27 August which Members and Officers may wish to attend. As this coincides with the next Joint Committee meeting, Members were asked to advise arc21 (and NILGA) if they would-be interested in attending the workshop. If so the Joint Committee meeting scheduled for that morning could be rescheduled accordingly.

Following discussion the Joint Committee agreed to note the report.

**Action: Noted**

#### **Item 16 - AOB**

***Abbreviations / acronyms in papers*** - issues were raised regarding the number of abbreviations and acronyms used in the reports and it was agreed that going forward all reports containing abbreviations / acronyms would have an explanatory description provided.

**Action: Mr Walker**

#### **Item 17 - Next Meeting**

The Chair advised that the next scheduled meeting of the Joint Committee was due to be held on Thursday 27 August, subject to the NILGA workshop which was scheduled to take place on the same date. Accordingly the Joint Committee may be rescheduled and Members and Officers will be notified accordingly.

**Action: Noted**

**Date: 27 August 2020**

**Deputy Chairman: Councillor Willie Clarke**