

**ARC21 JOINT COMMITTEE**  
**Virtual Meeting No 061**  
**MINUTES**  
**Thursday 28 October 2021**

**Members Present:**

Councillor A Bennington	Antrim & Newtownabbey Borough Council
Councillor R Kinnear	Antrim & Newtownabbey Borough Council
Alderman A McDowell	Ards & North Down Borough Council
Councillor F Ferguson	Belfast City Council
Alderman D Drysdale ( <i>Acting Chair</i> )	Lisburn & Castlereagh City Council
Councillor S Lee	Lisburn & Castlereagh City Council
Councillor H McKee	Newry, Mourne & Down District Council
Councillor K Owen	Newry, Mourne & Down District Council

**Members' Apologies:**

Councillor M Goodman	Antrim & Newtownabbey Borough Council
Alderman R Gibson ( <i>Chair</i> )	Ards & North Down Borough Council
Alderman A Carson	Ards & North Down Borough Council
Councillor P McReynolds	Belfast City Council
Councillor JJ Magee	Belfast City Council
Councillor M Gregg	Lisburn & Castlereagh City Council
Alderman R Cherry	Mid & East Antrim Borough Council
Councillor I Friary	Mid & East Antrim Borough Council
Councillor D Reid	Mid & East Antrim Borough Council
Councillor W Clarke ( <i>Deputy Chair</i> )	Newry, Mourne & Down District Council

**Officers Present:**

T Walker	arc21
G Craig ( <i>Secretary</i> )	arc21
H Campbell	arc21
K Boal	arc21
J Green	arc21
M Lavery	Antrim & Newtownabbey Borough Council
N Martin	Ards & North Down Borough Council
J McConnell	Belfast City Council
H Moore	Lisburn & Castlereagh Borough Council
D Carey	Mid & East Antrim Borough Council
J McBride	Newry, Mourne & Down District Council

**Officers' Apologies:**

G Girvan	Antrim & Newtownabbey Borough Council
D Lindsay	Ards & North Down Borough Council
C Mathews	Belfast City Council
P Thompson	Mid & East Antrim Borough Council

**Apologies were noted for the Chair Alderman Gibson and it was agreed that Alderman Drysdale would Chair the meeting. At this stage Alderman Drysdale had been delayed and Councillor McKee took the position of Chair until Alderman Drysdale was able to join the meeting.**

### **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 of Joint Committee Meeting 060 held on 30 September 2021**

Following discussion, the Joint Committee approved the minutes of Joint Committee meeting 060 held on 30 September 2021.

**Action: Agreed**

**Alderman Drysdale joined the meeting and took the position of Chair.**

### **Item 4 - Matters Arising**

Mr Craig discussed the Declaration of Members Interests forms to be completed by Members and reported that at this time, there were only two forms outstanding and that he would be following this up with the Members concerned.

**Action: Mr Craig**

Mr Craig noted that plans had been made to hold a physical meeting for today's meeting but unfortunately this was not possible. The position would continue to be monitored on an ongoing basis in order to identify other opportunities to hold hybrid type meetings in the future at the earliest convenience.

**Action: Noted**

### **Item 5 - Contracts & Operations Briefing Report**

Ms Boal provided the Joint Committee with an overview of issues pertaining to contracts and operations.

She reported that waste contract services continued to operate well, apart from the collection of fridges from Household Recycling Centres, where there have been issues due to capacity at the processing plant at Toomebridge.

Health & Safety audits have now been completed for three sites and only a few minor issues have emerged, which is encouraging despite everything going on with COVID-19. The audits of the NWP sites, including transfer facilities, have commenced with remote document reviews completed followed by site visits and it is anticipated that these audits will be completed by the end of October 2021.

Ms Boal noted that for the first time in a long time, that there were no rejected loads which is positive outcome.

She reported that the tonnage statistics show a general decrease in September when compared with the corresponding month last year, in particular landfill tonnage, which will continue to be monitored closely.

She provided an update on information provided on the website of NWP, the contractor who processes the arc21 organic waste, related to environmental benefits of the composting process and end-product with some high-level information presented including a couple of links for some YouTube videos which Members may find of interest.

Ms Boal highlighted that lead times for many of the supplies such as bins and caddy liners had been growing, and price increases were also occurring. She advised that council officers had been advised to consider this supply issue when planning their orders in order to ensure that they maintained sufficient stock to meet their residents' demands.

Following discussion the Joint Committee noted the report.

**Action: Noted**

## **IN COMMITTEE**

The Chair recommended that the meeting would now move "in committee" for items 6 to 9 of the Agenda which was agreed.

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

Following discussion on the commercially sensitive matters, the Chair recommended that the meeting would now return to the main agenda, which was approved, but whilst "*in committee*" there were four matters discussed as follows:

### **Item 6 - Minutes of Meeting 060 held on 30 September 2021 'in committee'**

**Action: Agreed**

### **Item 7 - Matters Arising**

**Action: Noted**

### **Item 8 - Residual Waste Treatment Project**

**Action: Agreed**

### **Item 9 - Commercially Sensitive Contract & Procurement Issues**

**Action: Agreed**

## **OUT OF COMMITTEE**

Members agreed to return to the main Agenda.

### **Item 10 - Financial Report for the Year to March 2021**

Mr Craig presented Members with a summary of the financial results of the Joint Committee for the year to March 2021, following the issuance of the Annual Report to those Charged with Governance from the Local Government Auditor.

He reported that once again, the Local Government Auditor has been able to certify the accounts of arc21 without qualification, providing ongoing assurance to the Joint Committee around the financial management and governance of the organisation.

Following discussion the Joint Committee noted the report.

**Action: Noted**

## **Item 11 - Waste Tonnage Trends**

Ms Boal presented a series of graphs showing the tonnage trends for material processed through the larger arc21 contracts highlighting the trends in the landfill, mixed dry recycling, organic waste processing and street sweeping contracts.

In terms of the landfill and garden waste tonnages collected in August/September 2021, she reported that they followed a similar track as the same period last year.

She reported that the peak in the collection of food and garden waste occurred in June, while the materials delivered to Bryson Recycling have flat-lined over the last couple of months; materials delivered to ReGen had been rising but this has started to level off.

Street sweeping waste remained lower when compared to other years.

Ms Boal advised that she would be providing a report on the overall reconciliation of revenue shares in terms of the MRF shortly and highlighted that material prices had held up well and that more revenues had been generated than previously.

Following discussion the Joint Committee agreed to note the report.

**Action: Noted**

## **Item 12 - Schedule of Meetings 2022**

Mr Craig presented a report with the proposed schedule of meetings to be held in 2022.

He reported that at this stage, it is hoped that the meetings next year will be able to get back to being held physically with Members present in person, subject of course to Public Health Agency guidance regarding the ongoing pandemic emergency, and the proposed dates and hosts were presented as follows:

Date:	Proposed host:
Thursday 27 January 2022	Antrim & Newtownabbey Borough Council
Thursday 24 February 2022	Ards & North Down Borough Council
Thursday 31 March 2022	Belfast City Council
Thursday 28 April 2022	Lisburn & Castlereagh City Council
Thursday 26 May 2022	Mid & East Antrim Borough Council
Thursday 30 June 2022	Newry, Mourne & Down District Council
Thursday 25 August 2022	Antrim & Newtownabbey Borough Council
Thursday 29 September 2022	Ards & North Down Borough Council
Thursday 27 October 2022	Belfast City Council
Tuesday 6 December 2022	Lisburn & Castlereagh City Council

Given the success of meetings being held remotely in a virtual format, Mr Craig advised that there would also be the opportunity to hold hybrid meetings in future, with some Members being present in person and others participating remotely.

He further reported that the current legislation enabling lawful decisions to be made in virtual meetings only extends to March 2022, and the impact on the ability of the Joint Committee to make lawful decisions, when a quorum is not present physically, will be considered at that time.

Mr Craig reported that from time to time, there has been a requirement to call special meetings of the Joint Committee and it is proposed that this ad-hoc arrangement be continued, and Members notified accordingly, should such events occur.

It was also recommended that the dates are forwarded to Members Services of the participant councils to help avoid meetings being scheduled in councils during these dates and times, and Members are asked to endorse this approach.

It was also recommended that the AGM is added to the schedule of meetings once this has been confirmed.

Following discussion, the Joint Committee agreed to approve the schedule of meetings proposed for 2022 and the recommendations noted above, and to note the rest of the report.

**Action: Agreed**

### **Item 13 - AOB**

AGM - Alderman Drysdale discussed the holding of the AGM and referred to the Standing Orders which indicated that it would be held in April.

Mr Craig explained that the Joint Committee had agreed to change the AGM date to September in order to take into account any new Members being nominated to serve on the Joint Committee at the Council AGMs which, under statute, are held in June, and that the AGM had been deferred this year but was now scheduled for December.

Members wished to have the AGM held as soon as possible, rather than wait until December and it was agreed that it would be held on Tuesday 9 November 2021 at 10.30am.

Mr Craig reported that he had spoken to our legal advisor, Mr Colin Campbell (Belfast), who had advised that councils, under the legislation, must hold their AGMs in June but is checking to establish if this statutory requirement applies to the Joint Committee. He said he would report back to the next meeting following advice from Mr Campbell.

**Action: Mr Craig**

Mr Craig informed the meeting that he would send Members the details of the AGM, and asked that all nominations for both Chair and Deputy Chair are forwarded to him in advance of this meeting, if possible. He also stated that there would also be the opportunity to make nominations at the meeting itself.

**Action: Mr Craig and Members**

Members' Meeting - Alderman Drysdale advised that a follow up meeting to the meeting held by Members today would be held on Tuesday 2 November commencing at 10.30am and an invite would be issued shortly and he encouraged all to attend.

**Action: Ms Campbell**

### **Item 14 - Next Meeting**

The Chair advised that the next Joint Committee meeting would be held as scheduled on Tuesday 7 December and would be held virtually.

**Action: Noted**



**Date: 7 December 2021**

**Chairman:**