

ARC21 JOINT COMMITTEE
Virtual Meeting No 75
MINUTES
Tuesday 6 December 2022

Members Present:

Councillor A Bennington	Antrim & Newtownabbey Borough Council
Councillor M Goodman (<i>Deputy Chair</i>)	Antrim & Newtownabbey Borough Council
Alderman R Gibson	Ards & North Down Borough Council
Alderman A McDowell	Ards & North Down Borough Council
Alderman D Drysdale (<i>Chair</i>)	Lisburn & Castlereagh City Council
Councillor S Lee	Lisburn & Castlereagh City Council
Councillor M Gregg	Lisburn & Castlereagh City Council
Councillor R Burgess	Newry, Mourne & Down District Council

Members' Apologies:

Councillor R Kinnear	Antrim & Newtownabbey Borough Council
Alderman A Carson	Ards & North Down Borough Council
Councillor R McMullan	Belfast City Council
Councillor F Ferguson	Belfast City Council
Councillor JJ Magee	Belfast City Council
Councillor D Reid	Mid & East Antrim Borough Council
Councillor I Friary	Mid & East Antrim Borough Council
Alderman R Cherry	Mid & East Antrim Borough Council
Councillor J Brennan	Newry, Mourne & Down District Council
Councillor K Owen	Newry, Mourne & Down District Council

Officers Present:

T Walker	arc21
H Campbell	arc21
J Green	arc21
K Boal	arc21
B McKeown	arc21
M Lavery	Antrim & Newtownabbey Borough Council
N Martin	Ards & North Down Borough Council
C Matthews	Belfast City Council
J McConnell	Belfast City Council
H Moore	Lisburn & Castlereagh Borough Council
D Carey	Mid & East Antrim Borough Council

Officers' Apologies:

G Craig	arc21
D Lindsay	Ards & North Down Borough Council
B Murray	Belfast City Council
P Thompson	Mid & East Antrim Borough Council
S Murphy	Newry, Mourne & Down District Council
A Cassells	Newry, Mourne & Down District Council

Item 1 - Conflicts of Interest Statement

The Chair read out the Conflicts of Interest Statement.

Action: Noted

Item 2 - Apologies

Apologies were noted.

Action: Noted

Item 3 - Minutes of Joint Committee Meeting 074 held on 27 October 2022

Following discussion, the Joint Committee approved the minutes of the Joint Committee meeting 074 held on 27 October 2022.

Action: Agreed

Item 4 - Matters Arising

There were no matters arising.

Action: Noted

Item 5 - Contracts & Operations Briefing Report

Service Status

Ms Boal reported that all services had been operational during the month of October, and no contractors required to put in place any of their contingency measures.

There were some issues noted in November associated with weighbridge failure and the details of these were noted at the meeting.

Performance – October 2022

Ms Boal reported that site visits had re-commenced and will be included in the report moving forward.

She noted that turnaround times had been reviewed and, in all cases the contractors provided adequate reasons for these and therefore service credits were not applied this month. She also noted that overweight vehicles relating to the Haulage contract continue to be monitored and arc21 were liaising with the Contractor in this regard.

She reported that in October, there were no reports of any banks not having the specified 20% capacity available and there were no Service Credits applied this month.

Reintroduction of Pre-Covid 19 Routines

She reported that regular site visits had resumed although the frequency of those visits has been scaled back from those carried out pre COVID-19. However, if issues emerge either during the visits or there are other factors, such as increased turnaround times or site complaints, then the frequency will be adjusted accordingly.

She noted that as we are now at the stage where COVID-19 protocols have significantly lessened, contractors have been requested to re-introduce systems to ensure that weighbridge tickets are signed and copies provided to drivers. This means that drivers will be asked to sign weighbridge tickets as they leave the sites and will be able to provide a hard copy to the respective Councils for verification.

Health & Safety

Ms Boal advised that during October, there was one Health & Safety matter reported to arc21 by contractors and councils which was noted in the report.

Rejected Loads

In terms of rejected loads she reported that there was one rejected load delivered into Organics delivery sites and one rejected load delivered into Bryson in October 2022.

arc21 Contract Tonnages

The contract tonnages for October 2022 were presented and Ms Boal highlighted the following:

- a decrease of 4% for MDR material delivered into Bryson in comparison to October 2021;
- a 6.3% decrease for MRF Lot 2 for material sent to ReGen in comparison to October 2021;
- a decrease of 14.2% for Type 1 organics;
- a decrease of 11.9% for Type 2 material;
- a 1.1% decrease for the Residual Landfill Waste Contracts; and
- in terms of the 60,000 capacity secured at Cottonmount landfill site, 5,841.88 tonnes were used in October 2022, the total used in February to October 2022 was 54,508.14 tonnes, meaning a monthly average of 6,056.46 tonnes.

Arrangements for Christmas and the New Year

In regards to Christmas and New Year arrangements, she noted that a list of the site opening arrangements had been provided to councils and a list of key contacts over the holiday period both on the arc21 and Council-side will be developed.

Supplies

A summary of the relevant aspects pertinent to the supplies contract was noted.

Following discussion the Joint Committee noted the report.

Action: Noted

Item 6 - Waste Tonnage Trends

Ms Boal presented an overview of the tonnages processed through the arc21 contracts over the last three years and an analysis of the current performance, using information from Waste Data Flow (unvalidated), against future landfill and recycling targets for information.

A brief overview was provided as follows:

- Landfill - 22/23 falling below in the main to the 21/22 year;
- Organics type 1 tonnages, garden waste - running consistently low from where we were in pre-covid days and quite a bit below September/October figures;
- Organics type 2 - same trajectory as the previous year but sitting slightly below and quite a bit below of where we were in 20/21;
- MRF combined annual tonnage - falling below most of the previous years and unclear of the reasons why;
- Street Sweepings - falling below as councils have prioritised other services;
- Bring Bank Contracts - seeing glass well below the levels seen in the pandemic years, but textiles have increased.

She noted that as we come out of the back end covid we will be looking at the trends to see if these are reversed back to pre-covid levels, or the impact, and we will be analysing each contract individually to provide a more detailed trend analysis next year.

Following discussion the Joint Committee noted the report.

Action: Noted

IN COMMITTEE

The Chair recommended that the meeting would now move “*in committee*” 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*” during this section of the meeting, there were nine matters discussed.

Item 7 - Minutes of Joint Committee Meeting 074 held on 27 October 2022 ‘in committee’ - *approved*

Item 8 - Matters Arising - *noted*

Item 9 - Residual Waste Treatment Project - *noted*

Item 10 - Commercially Sensitive Contract & Procurement Issues - *approved*

Item 11 - Revenue Estimates - *approved*

Item 12 - Cost of Living Payments - *approved*

Item 13 - Update on Sub-Group & HR Support Items - *noted*

Item 14 - Procurement Timeline/Update on Internal Financial Controls - *noted*

Item 18 - SoLACE/SIB Paper - *noted*

OUT OF COMMITTEE

Item 15 - Benchmarking Report

Mr Walker provided the third benchmarking review undertaken by arc21.

He reported that as part of our Corporate Plan, arc21 has been comparing its costs and performance against other similar public sector [local government] waste management organisations in GB in order to continue to monitor our performance, year on year internally, and with other similar organisations.

The aim of the benchmarking review is to provide the Joint Committee with assurances in terms of arc21’s performance, identify good practice and to take advantage of opportunities to improve its services to partner councils and others.

He advised that the benchmarking exercise covering the 2020/21 financial year, had just been concluded and a copy of the report was presented.

He noted that with this third benchmarking review, arc21 is beginning to build information and data that can be used for comparative purposes that provides additional assurances to its governing body and main stakeholders around its financial management and performance when compared with other waste groups. Of particular note is that arc21's financial and other performance year-on-year remains constant – at 3.6%. arc21's overhead costs compare satisfactorily against an average of 5.96%, and FTE staff remain at the lower end against others from within the benchmark group which, in the terms of resilience, was a risk should there be any alteration in staffing resources, arc21 continues to have the lowest costs per head of population at £29.22 as well as the lowest overhead costs at £1.00 per head of population.

He advised that the final report to the end of our corporate plan will look at identifying trends and opportunities for arc21 to improve subject to current trends in inflation.

Following discussion the Joint Committee noted the report.

Action: Noted

Item 16 - ISO re certification

Ms Boal reported that the re-certification of ISO had been successful and looking forward to next year there will be a more formal review with a couple of things coming back into the system including the education service, covid protocols and site visits and work is underway to prepare for this.

Following discussion the Joint Committee noted the report.

Action: Noted

Item 17 - QUB EPSRC Request for Support on Circular PET project

Mr Walker advised that he had received a request from Queens seeking our support with a cross disciplinary EPSRC application (15 academics across 4 Schools and 3 research centres) that is based around a circular approach to Polyethylene terephthalate (PET) that is currently non-recyclable. If the application is successful, arc21 would be included as part of an industrial advisory board that provides input around how these PET circular approaches could affect policy, markets, product design and a new Northern Ireland PET recycling infrastructure and would entail no more than attendance at a quarterly meeting. He recommended that this would be a useful thing to support in terms of being involved in the delivery of the local Circular Economy and giving arc21 an insight of where the market is moving.

Following discussion the Joint Committee agreed to support this request.

Action: Agreed

Item 18 - SoLACE/SIB Paper

This was discussed under the In-Committee section.

Action: Noted

Item 19 - AOB

There was no further business discussed.

Action: Noted

Item 20 - Next Meeting Thursday 26 January 2023

The Chair thanked everyone for attending and advised that the next Joint Committee meeting would be held virtually as scheduled on Thursday 26 January 2023 commencing at 10.30am and wished everyone a very merry Christmas and happy new year and thanked all for their help and support during the year.

Action: Noted

A handwritten signature in black ink, appearing to be 'D. D. P.', written over a horizontal line.

Date: 26 January 2023

Chairman: