

ARC21 JOINT COMMITTEE

AGM and Meeting No 090

MINUTES

Thursday 26th September 2024

Hosted by Newry, Mourne and Down District Council

(Hybrid format)

Members Present:

Councillor M Goodman (*Chair*)
Councillor E Thompson
Councillor J Cochrane
Councillor A Givan
Councillor P Kennedy
Councillor G McKeen (*Deputy Chair*)
Alderman M Morrow
Councillor C Enright

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

Members' Apologies:

Councillor H Cushinan
Councillor R Lynch
Councillor C Blaney
Councillor E McDonough-Brown
Councillor B Smyth
Councillor M Collins
Alderman S Skillen
Councillor R Quigley
Councillor T Andrews
Councillor K Murphy

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

Officers Present:

T Walker
H Campbell
J Green
K Boal
L Daly
J McConnell
R Harvey
W Muldrew
S Morley
S Murphy

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

Officers' Apologies:

M Lavery
D Lindsay
S Leonard

Antrim & Newtownabbey Borough Council
Ards & North Down Borough Council
Belfast City Council

Item 1 - AGM

Procedures

Mr Walker referred to the procedures for the election of a Chair and Deputy Chair for the forthcoming year.

Election of Chair

Nominations were sought for the position of Chair to serve the Joint Committee for the forthcoming year.

Nominated: Councillor Michael Goodman

Seconded by: Councillor Cadogan Enright

It was resolved that Councillor Goodman be re-elected as Chair of the Joint Committee for the incoming year [2024/25].

Election of Deputy Chair

Nominations were then invited for the position of Deputy Chair of the Joint Committee.

Nominated: Councillor Gregg McKeen

Seconded by: Councillor Alan Givan

It was resolved that Councillor McKeen be re-elected as Deputy Chair of the Joint Committee for the incoming year [2024/25].

(Councillor Goodman in the Chair)

Item 2 - Conflicts of Interest Statement

The Chair read out the Conflicts of Interest Statement, and none were noted.

Action: Noted

Item 3 - Apologies

Apologies were noted.

Action: Noted

Item 4 - Minutes of Joint Committee Meeting 089 held on 29 August 2024

The Joint Committee approved the minutes. Proposed by Councillor McKeen, seconded by Councillor Givan, and agreed by all.

Action: Agreed

Item 5 - Matters Arising

Any specific matters were discussed under the main agenda.

Action: Noted

IN COMMITTEE

The Chair recommended that the meeting would now move "*in committee*" which was agreed. Proposed by Councillor Enright and seconded by Councillor Kennedy.

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 four matters discussed.

Item 6 - Minutes of Joint Committee Meeting 089 held on 29 August 2024 'in committee' - approved

Item 7 - Matters Arising - noted

Item 8 - Residual Waste Treatment Project - noted

Item 9 - Commercially Sensitive Contract & Procurement Issues - noted

OUT OF COMMITTEE

Proposed by Alderman Morrow and seconded by Councillor Enright.

Item 10 - Contracts & Operations Briefing Report

Ms Boal provided a report on the high-level performance statistics for August.

Service Status

She reported that all services were operational during the month of August and there were no requests from contractors to put any contingency arrangements in place.

Performance

The contractor performance for August was presented which included details on the number of loads in each of the contracts, site visits, overweight vehicles, use of contingency arrangements, turnaround, availability, maintenance of records and reporting.

She noted that turnaround times had been reviewed, and in most cases the contractors provided adequate reasons and therefore no service credits were applied to them. However, service credits were applied to Bryson during this month for falling to meet their contractual turnaround times.

She also reported that the overweight vehicles continue to be monitored and since July, arc21 had noticed a small decrease from then until August, but the numbers were still quite high.

She noted that the majority of reports were submitted on time and there were only minor issues with Bryson and Heatricks reports that required revision due to incorrect data.

She advised that there were 20 x requests for bring site rectifications across all contracts. These were communicated to the contractors and, in the majority of cases, they confirmed that they had been emptied within the required 48 hours. She noted that arc21 was still waiting on information from McQuillans to determine if service credits should be applied to them in August.

Health & Safety

(i) Incidents

During August 2024, Ms Boal reported that there were three Health & Safety incidents reported to arc21 by contractors and these were presented in the report.

(ii) Audits

In terms of audits she reported that the external Health & Safety consultant continues to undertake health and safety audits and that arc21 continues to monitor the audit schedule.

She noted that in August there was an audit conducted with NWP at their Antrim Organics site and Transfer Station. Some minor recommendations and actions were identified, and these reports have been shared with NWP. She noted that arc21 is working with them to address these as soon as possible.

Vapes

Ms Boal reported that the containers to collect vapes had now been delivered to the councils' Household Recycling Centres and the first collection had been requested. From here on, arc21 will monitor the service.

Collection of Household WEEE

She reported that recently there have been some issues with backlogs regarding the collection of household WEEE and these have been in relation to refrigeration and display units (tv's and monitors). She noted that arc21 have received feedback from councils and have met with the respective contractors to discuss how the service can be delivered more effectively.

She advised that the issue in relation to the movement of refrigeration units relates to lack of capacity at the fridge plant, meaning that the contractor collecting the units from the sites is skimming the amount lifted and is therefore not clearing the site. It is understood that a new plant is in place, but arc21 has been advised that it will take one to two months to clear the backlog.

She noted that arc21 will continue to liaise with the contractors.

Rejected Loads

Ms Boal reported that there had been one rejected load delivered into the MRF facilities in August and that officers continue to monitor the procedures to make sure vehicles for mixed use are properly emptied to avoid contamination.

arc21 Contract Tonnages

A list of the contract tonnages for August 2024, compared to the same period last year, was presented and was summarised as follows:

- MRF Lot 1 - a decrease of -2.8%;
- MRF Lot 2 - an 11.4% decrease for MDR material delivered to ReGen;
- Organics Contract - a 12.2% decrease for Type 1 material and for Type 2 material, a decrease of 14.14%;
- Landfill Contract - a 6.5% decrease.

Supplies

The number of orders placed and delivered in August was presented and she noted that there were no non compliances.

NWP Odour Complaints

Ms Boal reported on the recent media reports in relation to a smell coming from the NWP Organics site on the Glenside Road.

She advised that arc21 had been in contact with NWP and they are working closely with the NIEA and have stated that there is no ongoing or pending action being taken by the NIEA.

She noted that NWP had advised that the NIEA have asked them to set up an email address to receive the complaints directly and that arc21 has requested that NWP send all the reports through to us. arc21 will continue to monitor the situation.

Odour Complaints – Warrenpoint Harbour

In terms of an action raised at the last Joint Committee, Ms Boal advised that the DAERA had confirmed that elected representatives had been issued with contact points for issuing complaints and these were presented in her report.

She noted that a multi-agency meeting had taken place and arc21 had the CAR report generated in relation to the site visit which did not highlight any issues.

She noted that arc21 continues to monitor these odour complaints.

Councillor Enright thanked Ms Boal for her efforts to rationalise the complaints procedure. He noted however that there was still three separate complaints procedures and a single point of contact would be a preferred option.

The Chair suggested that perhaps Newry, Mourne and Down District Council (NMDDC) was best placed to address this situation.

Discussion ensued and Ms Boal advised that arc21, as a contracting authority, could not step across a statutory process and agreed that a single point of contract would be more preferable, but that each agency had different responsibilities and acts differently in terms of the way they investigate and promulgate information.

Ms Murphy advised that there are different statutory responsibilities in terms of NIEA and councils, and that the current process is that residents can make their complaints to the appropriate body. If a complaint is made to Environmental Health however it is then referred to NIEA and she noted that she was happy to circulate the information locally from the table presented.

The Chair thanked her for this and noted that if a complaint is made to one it should automatically be a report to all and to facilitate this, a single point of contact would be easier.

Ms Boal highlighted that this concern could be raised directly with DAERA by enquiring if a one email address approach could be introduced which could automatically forward postings on to the other relevant bodies.

Following discussion, Members agreed to that a letter should be drafted and the Chair reported that he was happy a letter be sent from the Joint Committee to DAERA with this recommendation, and that he was happy to sign it.

The Joint Committee noted the report and adopted this recommendation. Proposed by Councillor Enright and seconded by Alderman Morrow.

Action: Ms Boal

Item 11 - Waste Tonnage Trends

Ms Boal presented a report showing the waste tonnage trends for materials delivered into the arc21 contracts for the first quarter of 24/25 and reported that it highlighted the trends, pictorially, over a four-year period and tracked the tonnages. She highlighted the following:

- Landfill – running lower in August than the last 4 years, but materials higher in July than previous year;
- Belfast City Council (BCC) residual now out for whole year so will be able to start looking at trend year-on-year;
- Organics – Type 1 – not same peak as last year and running slightly lower than the same period last year with the peak in July;
- Type 2 – peaked earlier in year (c May) and since then consistently below the line. She reported that there was an element of revenue share for this contract when arc21's constituent councils exceed 100k tonnes and that we will be doing the reconciliation shortly to see if there is any revenue share due to the councils. Following this, a report will be brought to Members;
- MRF lot 2 – peaked around July and then steadied off, and similar for Lot 1. In terms of combined organics, there was more of a trend;
- Textiles – contractor trying to manage amount of material coming in and does not have the processing capacity to place materials on the market at the input rate, trying to reduce the amount of material received. She noted that arc21's tonnages are increasing but that the contractor was committed to delivering the service for us and no indication that this would change going forward.

The other smaller contracts were also presented for information.

She reported that the second part of the report showed the trend for councils against the 10% for landfill and 70% recycling target which were aspirational figures.

She advised that both BCC and NMDDC were now well below the 10% and it was anticipated that the other councils would follow this trend as the residual waste contracts are awarded.

In terms of the household waste recycling, she noted that there is a deficit to reach 70% but as the constituent councils move to the respective residual waste contracts there should be some effect of removing a proportion of the recyclates from this waste stream.

The Joint Committee noted the report. Proposed by Councillor Givan and seconded by Councillor Kennedy.

Action: Noted

Item 12 - Annual Report 2023-2024

Mr Walker presented the arc21 Annual Report for the year to March 2024 which reflected the progress made in the final year of the Corporate Plan 2020-2024.

Members were asked to note the Annual Report 2023-2024, consider its contents, and provide relevant feedback by 18 October in order that a final version could be brought to the October meeting for ratification.

The Joint Committee agreed with this approach. Proposed by Councillor Enright and seconded by Councillor Givan.

Action: Agreed

Item 13 - Schedule of Meetings 2024/2025

Mr Walker presented Members with the proposed schedule of meetings to be held in 2024/25, which reflected the discussion at the previous meeting, and replicated as follows:

2024

Thursday 26 September (AGM) - hybrid, to be held in the Council Chamber, Downshire Civic Centre, Downpatrick

Thursday 31 October - online using MS Teams

Tuesday 3 December - hybrid, to be hosted by Antrim and Newtownabbey Borough Council

2025

Thursday 30 January - online using MS Teams

Thursday 27 February - online using MS Teams

Thursday 27 March - hybrid, to be hosted by Ards and North Down Borough Council

Thursday 24 April - online using MS Teams

Thursday 29 May - online using MS Teams

Thursday 26 June - hybrid, to be hosted by Belfast City Council

July - no meeting

Thursday 28 August - online using MS Teams

Thursday 25 September - hybrid, to be hosted by Lisburn & Castlereagh City Council

Thursday 30 October - online using MS Teams

Tuesday 2 December - in person to be hosted by Mid and East Antrim Borough Council

He noted that there may also be a need to hold occasional Special Meetings of the Joint Committee from time to time, especially if there was a need to advance contracts on behalf of the councils.

Following discussion, Members agreed to note the meeting dates so that arrangements could be confirmed with the relevant councils.

It was also agreed that the dates are forwarded to Members Services of the constituent councils to help avoid meetings being scheduled in the councils during these dates and times, and Members supported this approach.

The Joint Committee agreed with this approach. Proposed by Councillor Kennedy and seconded by Councillor Givan.

Action: Agreed

Item 14 - AOB

There were no further matters raised.

Item 15 - Next Meeting 31 October 2024 using MS Teams

Date: 31 October 2024

Deputy Chair:

