

## **ARC21 JOINT COMMITTEE**

### **Meeting No 096**

### **MINUTES**

**Thursday 29 May 2025**

**Using MS Teams**

#### **Members Present:**

Councillor M Goodman ( <i>Chair</i> )	Antrim & Newtownabbey Borough Council
Councillor A Givan	Lisburn & Castlereagh City Council
Councillor R Quigley	Mid & East Antrim Borough Council
Councillor G McKeen ( <i>Deputy Chair</i> )	Mid & East Antrim Borough Council
Alderman M Morrow	Mid & East Antrim Borough Council
Councillor K Murphy	Newry, Mourne & Down District Council
Councillor C Enright	Newry, Mourne & Down District Council

#### **Members' Apologies:**

Councillor R Lynch	Antrim & Newtownabbey Borough Council
Councillor J Cochrane	Ards & North Down Borough Council
Councillor C Blaney	Ards & North Down Borough Council
Councillor H Cushinan	Antrim & Newtownabbey Borough Council
Councillor E Thompson	Ards & North Down Borough Council
Councillor B Smyth	Belfast City Council
Councillor M Collins	Belfast City Council
Councillor E McDonough-Brown	Belfast City Council
Councillor P Kennedy	Lisburn & Castlereagh City Council
Alderman S Skillen	Lisburn & Castlereagh City Council
Councillor T Andrews	Newry, Mourne & Down District Council

#### **Officers Present:**

T Walker	arc21
H Campbell	arc21
K Boal	arc21
J Green	arc21
M Lavery	Antrim & Newtownabbey Borough Council
B Murray	Belfast City Council
J McConnell	Belfast City Council
W Muldrew, G Richardson	Lisburn & Castlereagh City Council
D Carey	Mid & East Antrim Borough Council
S Murphy	Newry, Mourne & Down District Council

#### **Officers' Apologies:**

D Lindsay	Ards and North Down Borough Council
S Leonard	Belfast City Council
A McCann	Lisburn & Castlereagh City Council
S Morley	Mid & East Antrim Borough Council

#### **Item 1 - Conflicts of Interest Statement**

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

**Action: Noted**

## Item 2 - Apologies

Apologies were noted.

**Action: Noted**

## Item 3 - Minutes of Joint Committee Meeting 095 held on 27 March 2025

The Joint Committee approved the minutes. Proposed by Cllr Murphy, seconded by Ald Morrow, and agreed by all.

**Action: Agreed**

## Item 4 - Matters Arising

*Bring Banks at Braidwater Retail Park* – Ms Boal advised that arc21 has been monitoring the area and the issues seemed to have alleviated, and the Council were also monitoring it. She noted that those banks are collected under the arc21 contract and that arc21 has been liaising with the contractor, as there seemed to have been access issues to the banks – these have been dealt with. She noted that engagement continues with the Council.

**Action: Noted**

Any other specific matters were actioned or discussed under the main agenda items.

**Action: Noted**

## IN COMMITTEE

The Chair recommended that the meeting would now move “*in committee*” which was agreed. Proposed by Cllr Murphy and seconded by Cllr Givan.

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 six matters discussed.

Item 5	Minutes of Joint Committee Meeting 095 held on 27 March 2025 ‘in committee’ ( <i>approved</i> )
Item 6	Matters Arising ( <i>noted</i> )
Item 7	Residual Waste Treatment Project ( <i>noted</i> )
Item 8	Commercially Sensitive Contract & Procurement Issues ( <i>noted</i> )
Item 9	Tender Report – Contract Provision of Services for The Receipt, Storage and Transfer of Municipal Waste ( <i>approved</i> )
Item 10	Governance Report ( <i>noted</i> )

## OUT OF COMMITTEE

Proposed by Cllr Enright and seconded by Ald Morrow.

## **Item 11 - Contracts & Operations Briefing Report**

Ms Boal presented a report to provide the Joint Committee with an update in relation to contracts and operations.

An overview of performance in the 2024/25 year was presented, including the service contracts, interim residual waste contracts, and bring bank contracts.

The arc21 contract highlights were presented and it was reported that the amount of waste managed by arc21 continued to increase and, due to the new interim residual waste contracts and the tonnage diverted from landfill to treatment facilities, tonnage was up by 17% on the previous year. It also highlighted the number of deliveries were up by 7%, tonnes delivered were up 5%, collections made from bring sites were down 5%, and deliveries by haulage contractors were up 10%.

She noted the importance of the contract monitoring posts to ensure that all these transactions are appropriately recorded and charged etc, as there was over £46m spent on these contracts during the year.

### Service Status

Ms Boal reported that all services were operational, however some contingency arrangements continued to be used by RiverRidge during the month of April.

She also reported that there were some reported issues with the collection of WEEE which were being addressed with the various contractors.

### Performance

The contractor performance in April was presented, detailed across the main service contracts, the residual waste treatment contracts, and the bring banks contracts, and some issues were highlighted where service credits would be applied and/or were still being investigated.

She advised that arc21 continues to have issues with the reporting documentation, and there was one issue with regards to capacity at one of the paper bring sites.

### Health & Safety

An overview of the Health & Safety incidents/near misses in 2024/25 was presented and she reported that there had been quite a considerable reduction from the previous year.

The highest number of incidents presented included: not following site rules, collisions, traffic management etc and she noted that it was intended to run a session around September with councils to discuss these.

In terms of incidents in April, she advised that there had been two regarding collisions.

### Audits

She reported that the Health & Safety consultant continues to undertake safety audits, and in April one had been conducted at Natural World Products (NWP) at their Glenside Organics facility and Transfer station. She advised that some minor recommendations and actions were identified and these reports were shared with NWP and arc21 was working with them to address these matters.

### Rejected Loads

She noted that there were two rejected loads delivered to Bryson Recycling in April.

### arc21 Contract Tonnages

Details of the tonnages delivered in April for the main contracts were provided, along with a comparison against the same period last year, and noted as follows:

MRF Contract – Lot 1 - a 2.7% increase;

MRF Contract – Lot 2 - an 7.4% decrease

Organics Contract: Type 1 – a 6.3% increase; and Type 2 – a decrease of 1.5%.

### Compost Week – 4 - 10 May 2025

An update was provided in relation to Compost Week. She reported that this year, councils had ordered 206 x pallets of compost made from the waste collected through the organic waste treatment contract. Pallets were delivered to 24 x different delivery locations. Some examples of how this was promoted by arc21's councils were presented in the report.

Cllr Enright advised that in past years, pallets of compost had been provided to community allotments etc and inquired if this was something that could be looked at again? Ms Boal advised that NWP would be happy to provide free compost to councils or to groups that councils represent etc in their area, the only charge being the delivery costs.

She advised that one of the things that arc21 is looking to determine is if there is an opportunity to work more generally with NWP as it is the one aspect, in terms of the waste we manage, where true circularity can be demonstrated and there are good promotional opportunities to showcase this – conversations are continuing with NWP on this matter. She also noted that NWP had an interest in linking with community groups etc directly.

### Supplies

A summary of orders and deliveries of supplies for April was included, and it was noted that there was one issue with a delivery of compost liners delivered to the wrong location.

She noted that councils continue to be reminded to place orders for supplies at the earliest opportunity as there may be delays in transportation, and increased demand for certain categories of containers etc. may occur as a result of new legislative drivers in England which may affect delivery timescales.

Following discussion the Joint Committee noted the report. Proposed by Cllr Enright and seconded by Cllr Givan.

**Action: Noted**

### **Item 12 - Waste Tonnage Trends**

Ms Boal presented a report showing the tonnage comparisons for material received through arc21 contracts over the last four years. She highlighted the following:

- the first few charts show the DPS contracts and trends will start to emerge as the year progresses;
- Lot 3 residual waste contract can see a spike with A&NDBC and LCCC joining;
- Organics type 1 similar starting point to same period last year, and type 2 slightly lower but should start to rise with the recent good weather;

- MRF Lot 1 – similar starting position to last year; Lot 2 fell but may be due to the way the collections ran during the month;
- street sweepings same starting point similar to last year;
- glass down slightly and similar starting position as 2023/24 year;
- textiles – held up well and started slightly higher than same time last year, and will be starting to liaise with CTR in terms of the market and revenue share position.

She noted that decisions will have to be made regarding the future contract extensions for the MRF contracts and what arc21 is proposing to do in the near future in the absence of the outcome of the DAERA consultation on future recycling, and she noted that any future contracts will have to make options for provision for changes that have been fully explored.

The other smaller contract tonnages were also presented for information.

Following discussion the Joint Committee noted the report. Proposed by Cllr Givan and seconded by Ald Morrow.

**Action: Noted**

### **Item 13 - Overview of Education and Awareness Activities 2024/25**

Ms Boal presented the annual high-level overview of the activities of the Waste Promotion Officer (WPO) who works across the arc21 region providing support to councils in terms of messaging awareness about re use, recycling and composting.

She noted that over the course of the year, the arc21 WPO provided education and awareness sessions to schools, nurseries, community and youth groups and summer schemes, in addition to attending special events, offering a range of options covering a variety of topics and programmes tailored to the target audience.

Following discussion the Joint Committee noted the report. Proposed by Cllr Murphy and seconded by Cllr Givan.

**Action: Noted**

### **Item 14 - AOB**

**Annual Customer Survey** – Ms Boal advised that she would be circulating the annual customer satisfaction survey online and encouraged Members to complete and return as soon as possible. She noted that, as part of the annual governance assurance process, the feedback from Members and Officers forms part of the Annual Report, and part of the ISO accreditation process. She advised that she anticipated presenting a report on the findings, combining all of the responses from arc21's various engagement with key stakeholders, to the June Joint Committee meeting.

**Action: arc21/Members**

**Audit Committee Meeting 3 June** – Cllr Enright inquired if he could be provided with a briefing, as Chair, in order to go through the papers in advance of the next Audit Committee scheduled for Tuesday 3 June. Mr Walker advised that he would contact him directly to arrange this.

**Action: Mr Walker**

**Item 15 - Next Meeting Thursday 26 June 2025, hybrid meeting hosted by Belfast City Council**

The Chair noted that the next meeting would take the form of a hybrid meeting and would be hosted by Belfast City Council in Belfast City Hall. He advised Members and Officers to confirm their attendance with Ms Heather Campbell at arc21 and, if wishing to attend in person, to provide their car details in advance including, model, colour and registration, to facilitate parking at Belfast City Hall.

**Action: JC Members & Officers**

The Chair noted that, as this was the last meeting before the Councils' AGMs, he wished to thank all Members for their participation and support during the year and looked forward to welcoming all back to the Committee in due course.

**Action: Noted**

**Date: 26 June 2025**

**Chairman:**

A handwritten signature in black ink, appearing to read 'Michael Goodman', with a horizontal line drawn underneath it.