

ARC21 JOINT COMMITTEE
Meeting No 86
MINUTES
Thursday 25 April 2024
Hosted by Ards and North Down Borough Council
at Bangor Town Hall

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
Councillor T Andrews	Newry, Mourne & Down District Council
Councillor K Murphy	Newry, Mourne & Down District Council

Members' Apologies:

Councillor E McLaughlin	Antrim & Newtownabbey Borough Council
Alderman P Michael	Antrim & Newtownabbey Borough Council
Councillor C Blaney	Ards & North Down Borough Council
Councillor J Cochrane	Ards & North Down Borough Council
Councillor A Cathcart	Ards & North Down Borough Council
Councillor T Kelly	Belfast City Council
Councillor E McDonough-Brown	Belfast City Council
Councillor B Smyth	Belfast City Council
Councillor P Kennedy	Lisburn & Castlereagh City Council
Alderman S Skillen	Lisburn & Castlereagh City Council
Councillor A Wilson	Mid & East Antrim Borough Council
Councillor C Enright	Newry, Mourne & Down District Council

Officers Present:

T Walker	arc21
H Campbell (<i>Secretary</i>)	arc21
K Boal	arc21
B McKeown	arc21
J Green	arc21
M Laverty	Antrim & Newtownabbey Borough Council
W Muldrew	Lisburn & Castlereagh City Council
P Thompson	Mid & East Antrim Borough Council

Officers' Apologies:

D Lindsay	Ards & North Down Borough Council
S Leonard	Belfast City Council
R Harvey	Lisburn & Castlereagh City Council
S Murphy	Newry, Mourne & Down District Council

In Attendance:

Claire O'Prey & John Martin - AGRS, Belfast City Council
Conor Hill - NI Audit Office

Item 1 - Conflicts of Interest, Gifts and Hospitality Statement

The Chair read out the Conflicts of Interest, Gifts and Hospitality Statement, and none were noted. **Action: Noted**

Item 2 - Apologies

Apologies were noted. **Action: Noted**

Item 3 - Minutes of Joint Committee Meeting 085 held on 28 February 2024

The Joint Committee approved the minutes. Proposed by Councillor Andrews, seconded by Councillor Murphy. **Action: Agreed**

Item 4 - Matters Arising

Waste Management Plan Addendum

Mr Walker advised that a final draft had been received from the Consultants (RPS) which was circulated amongst the councils for accuracy and that several councils had responded with comments which had been fed back accordingly.

He noted that a first meeting had been held with DAERA to ensure that what was produced was sufficient to meet DAERA's expectations and it was anticipated that this would permit a final version to be presented to the Steering Group and Joint Committee meetings next month for consideration and then the Addendum could be considered through the governance cycles of the councils.

Members will be kept updated on developments accordingly.

Action: Mr Walker

arc21 Corporate Plan 2024-2028

Mr Walker advised that the new Corporate Plan was still under development, and it was anticipated that this would be finalised in time to bring it to the Steering Group and Joint Committee meetings next month for consideration. The Chair requested that every effort is given to realise this timescale.

Action: Mr Walker

arc21 annual seminar March 2024

Mr Walker reported that the arc21 annual seminar took place on 20 March 2024 and this had focused specifically on packaging and packaging waste. He advised that attendance could have been improved but all those who attended had found it informative. Feedback from the session had been positive.

Action: Noted

DfI Minister meeting

Mr Walker advised that, having considered the request to write to the Minister of Infrastructure to seek a meeting, this had not been actioned as arc21 is currently pursuing a planning application and any correspondence or communication with the Minister and their officials was likely to be posted onto the planning portal and may be seen as a form of lobbying. This could stimulate criticism from others.

However, he advised that arc21 is considering engaging with the DAERA Minister and, following a meeting with the DAERA officials on 26 April, we arrange to meet with the Minister to highlight the priority which needs to be accorded to the development of appropriate waste facilities at this time to accommodate the new policy landscape which is being proposed nationally.

Action: Noted

Joint Committee Meeting Thursday 28 March 2024

Mr Walker advised that this meeting did not take place due to the lack of a quorum.

Action: Noted

Item 5 - Contracts & Operations Briefing Report

Service Status

Ms Boal reported that all services were operational during February and March. During this time, Bryson requested to put their weighbridge contingency measures in place for one day due to technical issues, but these were promptly addressed, and the weighbridge was operational the next day with no further issues.

In March, NWP requested to contingency arrangements for the L&CCC Haulage contract for a few days due to mechanical issues with their vehicle, and there were no further issues to report.

Performance

She reported that turnaround times had been reviewed for February and March and, in most cases, the contractors provided adequate reasons. However, in February service credits were applied to ReGen and in March service credits were applied to Bryson due to some vehicles exceeding the required turnaround time as specified in their contracts.

She noted that the overweight vehicles continue to be monitored and, compared to January, they have decreased in all contracts in February. Compared to February, in March the number of incidents was similar for all contracts.

She advised that in February, all weekly and monthly reports were submitted on time and there were no issues. Bryson failed to inform arc21 when their weighbridge went down within the required timeframe as stated in their contract, and therefore service credits were applied. In March, all weekly and monthly reports were submitted on time and there were no issues.

In terms of the Bring Bank contract she reported that in February, there were 9 x requests for bring site rectifications (they did not have the specified capacity) and in March, there were 4 requests for bring site rectifications across all contracts. These were communicated with the contractors, and they confirmed on each occasion that they had been emptied within the required 48 hours. Therefore, no service credits were applied at this time.

Health & Safety

Incidents

During February and March 2024, Ms Boal reported that there were 8 Health & Safety incidents reported to arc21 by contractors. She advised that unfortunately these incidents seemed to be growing with a consistency in trends at sites.

She reported that due to these increases, arc21 is seeking to be proactive and had recently issued Health & Safety Alerts to councils, including adherence to traffic arrangements on site and incidents around hoppers, and that it is likely to issue another set next month. She advised that these Alerts were discussed with the Steering Group and feedback has been requested from officers.

She also advised that arc21 will be making available all site rules on the SharePoint platform for officers and contractors to access.

She reported that arc21 continues to ask the council officers to liaise with their Health & Safety officers and operational managers, including those of external contractors, to ensure that all their operational teams understand their Health & Safety obligations and that they abide by the site rules of each site.

Audits

Ms Boal reported that arc21's H&S consultant continues to carry out audits and in February, an audit was conducted with R Heatrick Ltd at ANDBC and the Sullatober Transfer stations, while in March, an audit was conducted with Irish Waste Services (IWS) at their Duncrue site.

There were some minor recommendations and actions identified on both audits. She noted that these reports had been shared with the contractor and arc21 was liaising appropriately to complete these as soon as possible.

Rejected Loads

In terms of rejected loads, she noted the following:

- 1 x rejected load into Bryson in February 2024;
- 1 x rejected load of separately collected glass into Bryson in March 2024.
- no rejected loads delivered into Organics delivery sites in February 2024; and
- 2 x rejected loads delivered into Organics delivery sites in March 2024.

Accordingly, officers had been requested to continue to review their protocols to ensure that systems are in place so that vehicles are fully emptied before collecting another material stream.

arc21 Contract Tonnages

A list of the contract tonnages for February and March 2024 was presented as follows:

February

- an increase of 5.2% for MDR material delivered into Bryson;
- a 10.4% increase for MDR material delivered to ReGen;
- a 29.1% increase for Type 1 organics material;
- an increase of 6% for Type 2 organics material; and
- a 13.3% decrease for the Landfill Residual Waste Contract.

March

- a 2.7% decrease for MDR material delivered into Bryson;
- a 11.8% decrease material delivered to ReGen;
- a 5.2% increase for Type 1 organics material;
- a decrease of 4.1% for Type 2 organics material; and
- a 27.8% decrease for the Landfill Residual Waste Contract.

She noted that no residual waste was sent direct to landfill by Belfast City Council (BCC) in February of March: following the cessation of their contract earlier in the year, Mid & East Antrim Borough Council (MEABC) bulky waste was sent direct to landfill in February and March.

Supplies

The summary of the aspects pertinent to the supplies contract were presented.

Following discussion, the Joint Committee noted the report.

Action: Noted

Item 6 - Waste Tonnage Trends

Ms Boal presented the waste tonnage trends for materials delivered into the arc21 contracts, including an overview of statistics in relation to percentage landfill and recycling against future targets and/or aspirations, in addition to the presentation of annual data.

Part A showed the monthly tonnage comparison for material processed through arc21 contracts since 2020/21, and she highlighted the following:

- landfill - following downward trend from February in comparison to last 3 years, which is a positive sign;
- Organics type 1 - slightly higher than the 22/23 year, but weather dependent;
- Organics Type 2 - following similar trajectory as 22/23 year; and
- MRF combined tonnage - slightly lower in March than 22/23 year.

Part B of the report focused on performance against potential future targets incorporating data for the period April to December 2022/23 year at an individual council level as well as collectively.

She advised that arc21 is starting to see the impact of the BCC contract, with a significant reduction of landfill becoming apparent and it is anticipated that similar patterns will emerge for the other councils as the interim residual contracts are awarded.

She noted that Part C of the report provides the tonnages delivered to arc21 contracts by each council over the last four years and highlighted the following:

- landfill - a couple of councils' waste increased mainly due to some waste going to landfill while arc21 is procuring the interim residual contracts, but the difference in BCC with their new contract for interim residual in place is now apparent. She noted that some councils' waste had dropped significantly, such as A&NDBC with the introduction of their management systems for their HRCs;
- Organics - generally weather dependent and councils are continuing to focus on removing food waste from the residual bin;
- MRF - shows stability across all councils and no great increases in tonnages.

The other contracts were also presented in graph form for information.

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. Proposed by Councillor McKeen, seconded by Councillor Murphy.

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 9 matters discussed.

Item 7 - Minutes of Joint Committee Meeting 085 held on 29 February 2024 ‘in committee’ (approved)

Item 8 - Matters Arising (noted)

Item 9 - Commercially Sensitive Contract & Procurement Issues (approved)

Item 10 - Residual Waste Treatment Project (noted)

Item 11 - Audit Committee Report: Internal Audit progress report (noted)

Item 12 - Audit Committee Report: Risk Management Update (noted)

Item 13 - Audit Committee Report: AGRS Service Level Agreement 2024/25 (approved)

Item 14 - Audit Committee Report: Internal Audit Plan 2023/24 – 2026/27 (approved)

Item 15 - Audit Committee Report: NI Audit Office - Audit Strategy 2023/24 (noted)

OUT OF COMMITTEE

Proposed by Councillor Andrews, seconded by Councillor Quigley.

Item 16 - AOB

There was no further business discussed.

Item 17 - Next Meeting Thursday 30 May 2024 at 10.30am, hosted by Belfast City Council

Date: 30 May 2024

Chairman:

