

**ARC21 JOINT COMMITTEE**  
**Meeting No 094**  
**MINUTES**  
**Thursday 27 February 2025**  
**Using MS Teams**

**Members Present:**

Councillor M Goodman ( <i>Chair</i> )	Antrim & Newtownabbey Borough Council
Councillor H Cushinan	Antrim & Newtownabbey Borough Council
Councillor R Lynch	Antrim & Newtownabbey Borough Council
Councillor E Thompson	Ards & North Down Borough Council
Councillor J Cochrane	Ards & North Down Borough Council
Councillor G McKeen ( <i>Deputy Chair</i> )	Mid & East Antrim Borough Council
Alderman M Morrow	Mid & East Antrim Borough Council
Councillor R Quigley	Mid & East Antrim Borough Council
Councillor K Murphy	Newry, Mourne & Down District Council
Councillor C Enright	Newry, Mourne & Down District Council

**Members' Apologies:**

Councillor C Blaney	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 A Givan	Lisburn & Castlereagh City Council
Councillor T Andrews	Newry, Mourne & Down District Council

**Officers Present:**

T Walker	arc21
H Campbell	arc21
J Green	arc21
K Boal	arc21
L Daly	Antrim & Newtownabbey Borough Council
B Murray, J McConnell	Belfast City Council
W Muldrew	Lisburn & Castlereagh City Council
S Morley	Mid & East Antrim Borough Council
S Murphy	Newry, Mourne & Down District Council

**Officers' Apologies:**

M Laverty	Antrim & Newtownabbey Borough Council
D Lindsay	Ards and North Down Borough Council
S Leonard	Belfast City Council
R Harvey	Lisburn & Castlereagh City Council

The Chair thanked Councillor McKeen for Chairing the January meeting and thanked Members and Officers for their best wishes during his illness.

### **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 093 held on 30 January 2025**

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

**Action: Agreed**

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

Any 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 Enright and seconded by Ald Morrow.

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 5 - Minutes of Joint Committee Meeting 093 held on 30 January 2025 'in committee' - approved**

**Item 6 - Matters Arising - noted**

**Item 7 - Residual Waste Treatment Project - noted**

**Item 8 - Commercially Sensitive Contract & Procurement Issues - approved**

## **OUT OF COMMITTEE**

Proposed by Cllr Enright and seconded by Cllr Thompson.

### **Item 9 - Contracts & Operations Briefing Report**

#### Service Status

Ms Boal reported that services were disrupted during the month of January 2025, requiring contingency arrangements to be put in place. This was due to damage caused by Storm Éowyn at NWP Keady, and a significant fire at RiverRidge (RR) Craigmore site.

She advised that this contingency arrangement providing cover for the Craigmore facility was still running and RR anticipated that services would resume in early March. She also advised that RR had asked to use their contingency weighbridge at their Mallusk site for one day, and no further issues were reported. In terms of contingency arrangements, she noted that these had worked well and provided a practical test of arc21's business continuity arrangements.

### Performance

The performance tables for January were presented and Ms Boal noted that these had now been split between the main service contracts, residual contracts, and bring bank contracts.

For the service contracts, she noted that the turnaround times had been reviewed and in most cases the contractors provided sufficient reasons, and no service credits were applied. However, service credits were applied to Bryson for failing to meet their contracted turnaround limits. She noted that arc21 are still waiting on information from ReGen (Lot 2 MRF) and NWP (LCCC Haulage) to confirm if service credits will be applied to them regarding their turnaround times.

She reported that the overweight vehicles continue to be monitored and had increased this month compared to the last few months on the Landfill contract, and there had been another decrease on the Organics contract to reach the lowest level recorded for some time. She noted that officers have been asked to continue to liaise with their operational teams and sub-contractors and focus on reducing the number of overweight vehicles.

She noted that there were only minor issues with NWP's reporting in January that required a version 2 of their report due to incorrect data, and no service credits were applied.

For the residual contracts she reported that the turnaround times had been reviewed for January for the DPS contracts and ReGen provided adequate reasons for the BCC Lot 2 contract, and therefore no service credits were applied. However, service credits were applied to ReGen for the ANDBC Lot 3 contract for failing to meet their contracted turnaround times. She noted that arc21 was still waiting on information from RiverRidge to confirm if service credits would be applied in January regarding their turnaround times.

She advised that in January, there were issues with RiverRidge not submitting certain reporting documentation for the monthly reports for the MEABC and ANBC contracts, and therefore service credits would be applied. She noted that these same issues had been outstanding from previous months and service credits are being applied cumulatively on a rolling basis until they are rectified.

In terms of the bring bank contracts in January, she reported that there were 41 requests for bring site rectifications (they did not have the specified capacity) across all contracts. These were communicated to the contractors, and the majority of these were serviced within the required 48 hours. She noted that there was however an occasion when one paper bank site was not serviced by McQuillan Environmental, and another when ENVA failed to service a glass bring site within the required timeframes, and therefore service credits were applied to both contractors.

### Health & Safety

#### (i) Incidents

Ms Boal reported that during January 2025, there were no Health & Safety incidents or near misses reported to arc21 by contractors which was a positive outcome.

(ii) Audits

In terms of audits, Ms Boal reported that the external Health & Safety consultant continued to undertake health and safety audits and in January, there was an audit conducted with Bryson at their MRF in Mallusk. Some minor recommendations and actions were identified, and these reports were shared with NWP, and arc21 officers were working with them to address these as soon as possible.

Rejected Loads

In terms of rejected loads, Ms Boal reported that there had been none delivered into the MRF facilities, however there had been four rejected loads into the Organics delivery sites in January 2025 which were due to vehicles not being cleaned properly after being used to collect other materials.

She noted that with the landfill contract now ended, arc21 will be working to dispose of rejected loads arising at the sites using the DPS contracts.

arc21 Contract Tonnages

A list of the contract tonnages for January 2025, compared to the same period last year, was presented and were summarised as follows:

- MRF Lot 1 - a 1.6% decrease
- MRF Lot 2 - an 8.4% increase
- Organics Contract - 8.6% increase for Type 1
- for Type 2 material, an increase of 0.1%
- Landfill Contract - a 31.5% decrease

Code of Practice on Sampling and Reporting at Material Facilities

Ms Boal reported that arc21 had recently responded to the consultation on proposals to introduce obligations for certain facilities processing recyclates to sample input and output materials. She advised that DAERA had now published the Code of Practice on Sampling and Reporting at Materials Facilities in line with the Materials Facilities Code (NI) Regulations 2025, and confirmed an implementation date of 1 April 2025. She advised that this will bring Northern Ireland into line with the other administrations which have been operating to similar regulations for some time.

She advised that the guidance was still expected, but arc21 is unclear about when this will be issued.

The aims of the Code, the Material Facilities included and those deemed not in scope, as well as the materials that must be separately identified were noted.

She reported that the current arc21 contracts related to the receipt of kerbside dry recyclables already included requirements to sample, but at a lower frequency than will be required from 1 April 2025. She noted that it is expected that this will have limited impact as the contractor already have their processes in place. However, there was no requirement included in the contracts for the Bring Bank Services and as such the impact is presently being considered by the current service providers.

Supplies

Ms Boal advised that there had been four orders placed and ten delivered with no non-compliances in January.

She noted that council officers are informed, on a monthly basis, to place orders for supplies at the earliest opportunity as delays due to transportation and increased demand for certain categories of containers etc. may occur which may affect delivery timescales.

Ald Morrow advised that there had been some complaints about the bring banks at Sainsburys at Braidwater Retail Park, with material being left beside them of an unsanitary nature. Ms Boal advised that she was unsure if those banks fell within the remit of the arc21 contract but that she would check and arrange an inspection and raise a request. If they are not, she would seek to identify which operator is providing the collection service and she would raise a complaint on the Members behalf.

**Action: Ms Boal**

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

**Action: Noted**

### **Item 10 - Waste Tonnage Trends**

Ms Boal presented a report showing the tonnage comparisons for material processed through the arc21 contracts since 2021/22.

She discussed the graphs presented and noted the following:

- landfill tonnages had diminished as less councils were delivering and there will be no more deliveries into this contract. She advised that this graph would now drop off the report from April;
- the graphs for residual Lot 2 and Lot 3 contracts were presented and updated with the new councils coming on board;
- Type 1 and Type 2 organics following similar trajectory to last year but should see these increasing as the weather improves;
- MRF Lot 1 – virtually same trajectory as 22/23 year and coalescing at same point for last 3 years;
- MRF Lot 2 – slight increase for NMDDC from the last three years which is a positive position for the council;
- MRF combined running slightly higher than last three years.

Ms Boal reported that an officer workshop had taken place earlier in the week to discuss the future requirements for the MRF contracts, as the outcome of DAERA's Consultation on *Rethinking our Resources* was still outstanding and councils could not defer consideration of future arrangements any longer. She noted that councils needed to decide what their future requirements for sorting their kerbside collected recyclable waste and she reported that the general view expressed was to procure further short-term contracts. She noted that it was planned to bring a report to Members in the next few months on an appropriate procurement strategy.

The other smaller contracts were also presented in graph format showing the four year trends.

She advised that she would provide an update on the textile income to the next Joint Committee meeting with a view on whether the current arrangements should be extended, or should they revert back to contract.

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

**Action: Noted**

### **Item 11 - 4th Northern Ireland Waste & Resource Management Conference 2025**

Mr Walker noted that the annual conference held by CIWM and Recycle NI was scheduled to be held on 15 May and, as in previous years, it was recommended that the Chair and Deputy Chair (or their nominees) and the Chief Executive (or his nominee) be approved to attend.

He advised that, as the current President of CIWM, he would be speaking at this event and he therefore would be proposing to nominate someone else in his place.

Following discussion the Joint Committee agreed to the recommendation. Proposed by Cllr Enright and seconded by Ald Morrow.

**Action: Agreed**

### **Item 12 - Annual arc21 Seminar**

Mr Walker reminded Members of the annual arc21 webinar, titled *Waste Aware 2025: What's coming ...* which was scheduled to be held on Wednesday, 12 March 2024, 10.00 - 12.00. He advised that the speakers included representatives from DAERA, CIWM, SIB, NAWDO, WRAP and would be focusing on issues affecting councils, touching upon the latest developments on pEPR as well as other topics, such as DRS and an overview of the ETS scheme.

It was noted that the programme details and invitation would be circulated imminently, and Members were encouraged to attend and to extend the invite to other colleagues within their councils.

Following discussion the Joint Committee noted the webinar. Proposed by Cllr Enright and seconded by Ald Morrow.

**Action: Noted**

### **Item 13 - AOB**

There was no further business discussed.

### **Item 14 - Next Meeting Thursday 27 March 2025, hybrid format.**

Mr Walker advised that a venue was to be confirmed to host the hybrid meeting in March with the appropriate facilities for attendance in-person and online, and Members would be informed accordingly.

**Action: arc21**

**Date: 27 March 2025**

**Chairman:**

