

# **ARC21 JOINT COMMITTEE**

## **Meeting No 106**

### **MINUTES**

**Thursday 28 May 2026**

**Using MS Teams**

#### **Members Present:**

Councillor A Bennington ( <i>Chair</i> )	Antrim & Newtownabbey Borough Council
Councillor M Goodman	Antrim & Newtownabbey Borough Council
Councillor A Givan	Lisburn & Castlereagh City 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 D Lee-Surginor	Newry, Mourne & Down District Council

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

Councillor H Cushinan	Antrim & Newtownabbey Borough Council
Councillor C Blaney	Ards & North Down Borough Council
Councillor E Thompson	Ards & North Down Borough Council
Councillor J Cochrane	Ards & North Down Borough Council
Alderman S Copeland	Belfast City Council
Councillor M Collins	Belfast City Council
Councillor E McDonough-Brown	Belfast City Council
Alderman S Skillen	Lisburn & Castlereagh City Council
Alderman O Gawith	Lisburn & Castlereagh City Council
Councillor T Andrews	Newry, Mourne & Down District Council
Councillor J Brennan	Newry, Mourne & Down District Council

#### **Officers Present:**

T Walker	arc21
H Campbell ( <i>Secretary</i> )	arc21
K Boal	arc21
J Green	arc21
M Laverty	Antrim & Newtownabbey Borough Council
G Bannister	Ards & North Down Borough Council
K Patterson	Ards & North Down Borough Council
A McCann	Lisburn & Castlereagh City Council
G Patterson	Lisburn & Castlereagh City Council
C Hunter	Mid & East Antrim Borough Council
D Carey	Mid & East Antrim Borough Council
S Murphy	Newry, Mourne & Down District Council

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

S Leonard	Belfast City Council
R Moore	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**

Due to quorum issues, it was decided to move some reports to the beginning of the meeting in case some Members needed to leave the meeting and the quorum was lost.

### **Item 14 - Minutes of Special Joint Committee Meeting 105 held on 8 May 2026 'in committee'**

The Joint Committee approved the minutes and there were no matters arising. Proposed by Ald Morrow, seconded by Cllr Givan, and agreed by all.

**Action: Agreed**

### **Item 15 - arc21 - Leadership Transition Briefing & Forward Plan**

The Chair provided an updated paper with a further recommendation for approval as follows:

- *Consider providing a structured mentoring arrangement for the incoming CEO upon commencement in post at arc21 in order to support effective transition, organisational continuity and strategic leadership development during the initial period of appointment of 6-12 months. The costs for the mentoring will be advised once we have ascertained costs and other information.*

The Chair advised that she was to speak to APSE regarding costs and would keep the Committee updated on this. The Joint Committee approved the recommendation, proposed by Cllr Givan, seconded by Ald Morrow, and agreed by all.

**Action: Cllr Bennington**

### **Item 16 - CEX Induction Pack**

The Joint Committee noted the arc21 Induction Pack for the new Chief Executive. Proposed by Cllr Givan and seconded by Ald Morrow.

**Action: Agreed**

### **Item 3 - Minutes of Joint Committee Meeting 104 held on 30 April 2026**

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

**Action: Agreed**

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

Any matters arising were dealt with 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 Givan and seconded by the Cllr Goodman.

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*", there were four matters discussed.

**Item 5 - Minutes of Joint Committee Meeting 104 held on 30 April 2026 'in committee' - approved**

**Item 6 - Matters Arising - noted**

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

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

## **OUT OF COMMITTEE**

Proposed by Cllr Givan and seconded by Cllr Goodman.

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

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

#### Service Status

She stated that all services had performed well throughout April, with ReGen continuing to use their site at Derryboy Road to accept waste from several arc21 contracts. She noted that a number of the contracts had included the site as an alternative and arc21 would be liaising with ReGen to formalise this.

#### Performance

She provided an update on contractor performance across all the contracts in April and highlighted where some service credits had been applied for turnaround times, the number of overweight vehicles, reporting issues by contractors, and the bring contracts rectification requests issued and serviced. She noted that for the residual contracts no service credits had been applied this month due to contractors putting in extra resources, and also turnaround times had been met for these contracts which was a good result.

#### Health & Safety

The health and safety (H&S) incidents during April were noted which included: a loading shovel reversing into a parked lorry, resulting in minor damage to trailer; and a fire / smouldering incident due to a laptop battery being struck whilst unloading.

She advised that council officers continue to be asked to liaise with their H&S officers and operational managers on H&S issues accordingly.

Ms Boal noted that at a recent conference it had been highlighted there was an amount of growing concern in the industry in terms of the increasing number of fires from batteries and issues had been noted on getting insurance cover.

### Audits

Ms Boal reported that the external H&S audit programme continued with recent visits to NWP facilities. No issues had been identified during this audit and it was noted that H&S was well managed on site with high levels of compliance in relation to documentation retained.

### Compost Week

Compost week was discussed and some of the promotions within councils were presented for information.

She reported that arc21 were currently investigating some possibilities with the recycling officers and NWP to enhance communications and advised that she would keep Members updated accordingly.

### Rejected Loads

She reported that in April there had been no rejected loads into Bryson Recycling or NWP Glenside.

### 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.

### Supplies

A summary of the orders and deliveries of supplies for April 2026 was included in Ms Boal's report and she noted that there had been no non-conformances. She reported that due to fuel pricing and the war, there have been a lot of price fluctuations and a lot of issues with regards to delivery times and she noted that council officers were being reminded to place their orders well in advance.

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

**Action: Noted**

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

Ms Boal presented a report showing the tonnage comparisons for material received through the arc21 contracts. The data presented graphically highlighted the increases and decreases in the tonnage trends over these time periods.

She advised that the Waste Compositional Study was due for release and noted that this will give us an indication as to the amount of food waste which is still in the residual bins and that this may lead to targeted campaigns.

Following a brief discussion, the Joint Committee noted the report. Proposed by Ald Gawith and seconded by Cllr Givan.

**Action: Noted**

### **Item 11 - Consultation - Waste Prevention Programme 2026 - From Waste to Worth- Overview**

Ms Boal presented a high-level overview of the key outcomes from the *2019 Waste Prevention Programme – Stopping Waste in Its Tracks* and she also discussed some high level observations arising from a review of the proposed actions in the current consultation *Waste Prevention Programme 2026 From Waste to Worth*.

She noted that Steering Group (SG) Officers had received a first arc21 draft response and comments had been invited back in order to present a final draft to the June SG meeting, following which the final draft response will be presented to the June Joint Committee meeting for consideration and approval.

**Action: Noted**

### **Item 12 - AOB**

**Condolences** - the Chair advised that condolences had been sent on behalf of the Committee to Mr Walker on his recent bereavement and welcomed him back to the meeting. Mr Walker thanked the Committee accordingly.

**Action: Noted**

**Pay & Grading Review** - Mr Walker reported that in 2017, arc21 undertook a Pay and Grading exercise to amalgamate the organisation's posts under one regime as up to this point there were several different schemes in play. This work resulted in the Joint Committee approving the adoption of the GLPC (Greater London Provincial Council) scheme in January 2018 which provided a consistent job evaluation framework for arc21, and which is widely used in local government across Northern Ireland. The Director and Chief Executive posts were evaluated using the GLEA Scheme which is used as an extension to the GLPC.

He noted that as part of this exercise, arc21 introduced link-grade posts and that, following discussions with the Local Government Staff Commission (LGSC) in 2025, it was recognised that arc21 was not now aligned with councils regarding pay and grading as such an approach was no longer in use. In arc21's case, this should be replaced by single grade posts to mirror what is now good governance practice.

Consequently, a desk-top exercise was undertaken by STAHRS (a HR consultancy recommended by LGSC with particular expertise in local government job evaluation) which reviewed the duties and responsibilities of each post, resulting in the removal of the link grades so that each now consisted of a single grade. As the Directors were not in the GLPC scheme, this exercise excluded their posts.

He noted that he had progressed with this review in line with Section 2.2 of arc21's Scheme of Delegation which states that "*With respect to employees, appointing, promoting and regrading employees within the employment policies and practices adopted by the Joint Committee, subject to relevant statutory provisions*" and Members noted the information accordingly.

**Action: Noted**

**CIWM Conference Belfast** - the Chair advised that she had recently attended the CIWM conference in Belfast and found it informative and interesting and encouraged others to attend in the future. Ms Boal advised that she had also found it worthwhile as it had been quite a varied programme with its blend of recaps on policy etc, and also discussions on recent fire incidents which are currently impacting the industry.

**Action: Noted**

**New Chief Executive, Mark Kelly** - the Chair reminded Members of the invitation to the drop-in session at Belfast Castle on 1 June between 9.30 and 11.30am to meet Mr Mark Kelly, and encouraged all to pop-in to welcome him.

**Action: Noted**

**Item 13 - Next Meeting (Hybrid) Thursday 25 June 2026 at 10.30am, hosted by Antrim and Newtownabbey Borough Council in the Council Chamber, Mossley Mill, Newtownabbey**

The Chair advised that the next meeting was scheduled to be hosted by Antrim and Newtownabbey Borough Council on 25 June at Mossley Mill and encouraged all to attend in-person if possible, as it would also provide the opportunity to meet Mark Kelly. Members were asked to confirm their attendance with Ms Campbell in advance of the meeting.

**Action: ALL**

**Date: 25 June 2026**

**Chair:**

*A Bennington*