

Notice Of Meeting

You are requested to attend the Sustainability & Environment Committee meeting to be held on Wednesday, 20th March 2024 at 6:00 pm in Boardroom Monaghan Row.

Committee Membership 2023 - 2024

Councillor T Andrews **Chairperson**

Councillor W Clarke **Deputy Chairperson**

Councillor J Brennan

Councillor C Enright

Councillor K Feehan

Councillor D Finn

Councillor J Jackson

Councillor G Kearns

Councillor M Larkin

Councillor O Magennis

Councillor L McEvoy

Councillor K Murphy

Councillor H Reilly

Councillor D Taylor

Councillor J Truesdale

Agenda

1.0 Apologies and Chairperson's Remarks

2.0 Declarations of Interest

3.0 Action Sheet of Sustainability & Environment Committee meeting held on 21 February 2024

For Approval

 *Action Sheet - 21 February 2024 inc. historic actions.pdf*

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Items deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (NI) 2014

4.0 Former Landfill Site Review - Aughnagun and Drumnakelly

For Decision

This item is deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (NI) 2014 - information relating to the financial or business affairs of any particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

 *Landfill Reviews.pdf*

Not included

5.0 Business Case for Mini-Tractor at Castlewellan Forest Park

For Decision

This item is deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (NI) 2014 - information relating to the financial or business affairs of any particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

 *Report Business Case for Purchase of Mini tractor for Castlewellan Forest.pdf*

Not included

 *Business Case - Short Form Template - 30k - 100k Mini Tractor.pdf*

Not included

6.0 Waste Processing Single Tender Actions

For Decision

This item is deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (NI) 2014 - information relating to the financial or business affairs of any particular person (including the

Council holding that information) and the public may, by resolution, be excluded during this item of business.

 ***SE Committee Report Single Tender Action 20.03.24.pdf***

Not included

7.0 Newcastle Harbour - Allocation of Mooring Licenses

For Information

This item is deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (NI) 2014 - information relating to the financial or business affairs of any particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

 ***SE Report - Newcastle Harbour Moorings 2024.pdf***

Not included

 ***Letter to mooring holders March 2024.pdf***

Not included

8.0 Electric Forklifts

For Information

This item is deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (NI) 2014 - information relating to the financial or business affairs of any particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

 ***SE report - purchase of forklift truck electric option.pdf***

Not included

FOR NOTING Items deemed to be exempt under Part 1 of Schedule 6 of the Local Government Act (NI) 2014

9.0 ARC21 Joint Committee Members' Monthly Bulletin of 29.02.2024 and ARC21 Joint Committee Meeting In Committee Minutes of Thursday 25.01.2024

For Information

This item is deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (NI) 2014 - information relating to the financial or business affairs of any particular person (including the Council holding that information) and the public may, by resolution, be excluded during this item of business.

 ***ARC21 - JC085-29Feb24-In Comm JC MembersBulletin.pdf***

Not included

For Noting

**10.0 ARC21 Joint Committee Meeting Minutes of Thursday 25
January 2024**

For Information

📄 *ARC21 - JC084-25Jan24-Minutes-e-signed.pdf*

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Invitees

- Cllr Terry Andrews
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- Cllr Callum Bowsie
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- Mrs Fionnuala Branagh
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- Cllr Jim Brennan
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- Cllr Pete Byrne
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- Cllr Philip Campbell
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- Mr Andrew Cassells
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- Cllr William Clarke
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- Cllr Laura Devlin
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- Ms Louise Dillon
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- Cllr Cadogan Enright
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- Cllr Killian Feehan
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- Cllr Doire Finn
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- Cllr Aoife Finnegan
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- Cllr Conor Galbraith
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- Cllr Mark Gibbons
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- Cllr Oonagh Hanlon
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- Cllr Glyn Hanna
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- Cllr Valerie Harte
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- Cllr Roisin Howell
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- Ms Catherine Hughes
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- Cllr Jonathan Jackson
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- Cllr Geraldine Kearns
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- Miss Veronica Keegan
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- Mrs Josephine Kelly
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- Cllr Tiarna Kelly
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- Mrs Sheila Kieran
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- Cllr Cathal King
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- Cllr Mickey Larkin
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- Cllr David Lee-Surginor
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- Cllr Alan Lewis
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- Cllr Oonagh Magennis
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- Mr Conor Mallon
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- Aidan Mallon
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- Cllr Aidan Mathers
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- Cllr Declan McAteer
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- Cllr Leeanne McEvoy
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- Cllr Andrew McMurray
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- Cllr Declan Murphy
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- Sinead Murphy
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- Cllr Kate Murphy
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- Cllr Selina Murphy
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Cllr Siobhan O'Hare
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Cllr Áine Quinn
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Cllr Henry Reilly
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Cllr Michael Rice
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Cllr Michael Ruane
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Cllr Gareth Sharvin
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Donna Starkey
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Sarah Taggart
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Cllr David Taylor
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Cllr Jarlath Tinnelly
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Cllr Jill Truesdale
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Mrs Marie Ward
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SUSTAINABILITY AND ENVIRONMENT SERVICES COMMITTEE**HISTORIC ACTIONS TRACKING SHEET**

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NEIGHBOURHOOD SERVICES COMMITTEE MEETING 26 JANUARY 2022					
NS/004/2022	Trade Waste and Caravan Refuse Collection Services	<p>Agreed to approve the report and recommendations:-</p> <p>1. Alternate Weekly Commercial Waste Collection Service</p> <p>Commercial refuse customers (shops and businesses) to be contacted and advised of the proposed move to an alternate weekly collection cycle of residual and dry recyclable waste, where this is achievable.</p> <p>Commercial customers, (not including Caravan Operators) to be provided with appropriate bins to facilitate this change, so there is no cost burden to customers as a result of this change.</p>	S Murphy	In progress	N
NEIGHBOURHOOD SERVICES COMMITTEE MEETING 21 APRIL 2022					

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
NS/052/2022	Compost Week 2022	<p>Note and approve the additional activities in 2.2 to highlight and promote the importance of recycling food waste.</p> <p>Note and approve the launch of an application process, with set criteria, to establish demand for deploying brown bins to residents of high rise buildings who were not previously provided with these.</p>	S Murphy	In progress	N
NS/057/2022	Various issues concerning the Events Space Kilkeel	<p>Note the contents of the report.</p> <p>Approve the Officers recommendation that the legal position of the Council regarding its maintenance of the events space, Kilkeel, is reviewed with a separate report to be provided to the Council once this has been considered further.</p>	K Scullion	In progress	N
NEIGHBOURHOOD SERVICES COMMITTEE MEETING 22 JUNE 2022					
NS/091/2022	Enforcement Improvement Plan Update	<p>Agreed to note the content of this update report and to agree review of key actions from the Enforcement Improvement Plan to be incorporated into a timebound programme of work for 2022/23 and annually thereafter.</p> <p>Test case footpaths – small footpath leading to WIN – officers to examine this area for dog fouling.</p>	S Murphy	In progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
SUSTAINABILITY AND ENVIRONMENT COMMITTEE MEETING 18 OCTOBER 2022					
SE/143/2022	Notice of Motion – revenue from EV Charging Infrastructure	Agreed to endorse the recommendation made at the Strategic Finance Working Group Meeting of 16 June 2022 as set out in Section 2.2 of the report and that officers consider the most appropriate way forward in relation to identifying appropriate spaces that may be suitable for the proposal as outlined in the Notice of Motion.	A Cassells	In progress	N
SUSTAINABILITY AND ENVIRONMENT COMMITTEE TUESDAY 22 FEBRUARY 2023					
SE/016/2023	Economic Appraisal for the appointment of a Metal Fabrication and Repair Contractor	Agreed to note the content of the report and associated Economic Appraisal and accept the conclusion of the Economic Appraisal that Option 4 be chosen as the preferred option. Option 4 would see the appointment, through a tender process, of a contractor to provide metal fabrication and repair services. In addition to this an independent Metallurgical and Mechanical Engineering Consultancy Service would be appointed to provide advice to Council Officers on the	K Scullion	In Progress	N

Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
		procurement and management of this service.			
SE/018/2023	Business Case for the appointment of a contractor to undertake Legionella Control Measures on behalf of the Council	Agreed to:- <ul style="list-style-type: none"> Note the content of the report. Accept the conclusion of the Business Case that Option 3 be chosen as the preferred option. Option 3 would see the appointment, through a tender process, of a competent contractor to undertake a number of duties under the Council's Legionella Management Plan for a three-year period. 	K Scullion	In Progress	N
SE/019/2023	Business Case for the appointment of a contractor to undertake asbestos control measures on behalf of the Council	Agreed to:- <ul style="list-style-type: none"> To note the content of the report. Accept the conclusion of the Business Case that Option 3 be chosen as the preferred option to the appointment, through a tender process, of a competent contractor to undertake a number of duties under the Council's Asbestos Management Plan for a three-year period. 	K Scullion	In Progress	N
SUSTAINABILITY AND ENVIRONMENT COMMITTEE MEETING 22 MARCH 2023					
SE/035/2023	Removal of Bring Bank sites	Agreed to approve the removal of bottle bank "Bring Back" provision at caravan sites as listed in Appendix 1.	S Murphy	In progress	N

SUSTAINABILITY AND ENVIRONMENT COMMITTEE MEETING 17 OCTOBER 2023					
SE/105/2023	Notice of Motion – Clean Indoor Air	It was agreed to adopt the Notice of Motion subject to including that before proceeding with any works, that officers obtain costings for air filtration systems in Downshire Civic Centre and the new civic centre in Newry and report same back to the Sustainable and Environment Committee for consideration in due course.	A Cassells	In Progress	N
SE/107/2023	Notice of Motion – Animal Welfare	It was agreed to remove the final sentence of the notice of motion. It was agreed to defer a decision on the Notice of Motion until the outcome of the legal process was known.	A Cassells	In Progress	N
SE/114/2023	Procurement of Deep Cleansing Services	It was agreed to procure Deep Cleansing Services as outlined in appendix 1 of the officer's report.	S Murphy	In Progress	N
SUSTAINABILITY AND ENVIRONMENT COMMITTEE MEETING 22 NOVEMBER 2023					
SE/125/2023	Report on Notice of Motion in relation to Livestock worrying	It was agreed that a meeting be organised with relevant partners to discuss a way forward to produce a publicity campaign highlighting the importance of ensuring dogs are kept under control in the Mourne Mountains	A Cassells	In Progress	N
SE/126/2023	Consultation response on creating a smokefree generation and tackling young vaping	It was agreed to approve the consultation response to the UK Government and devolved administrations consultation on creating a smokefree generation and tackling youth vaping in Appendix 1	S Murphy	In Progress	N

SE/128/2023	Upgrade to Town Centre CCTV and Council Facilities CCTV	It was agreed that members note the content of the report, and a business case be developed and brought to the committee with a number of options for a way forward for the proposed development of a new suite of digital CCTV systems for the Council's facilities	G Kane	In Progress	N
SE/129/2023	Summer Pitch Maintenance 2024-2026	The committee agreed to endorse the key pitch work principles and the commencement of the tender process for maintenance works as outlined in Section 2 of the report	A Mallon	In Progress	N
SE/135/2023	NFLA Membership	It was agreed to retain membership of the NFLA and to pay the current 2023/24 membership fees as outlined within the officer's report. It was also agreed to seek representation on the NFLA Steering Committee via Party Leaders and that as part of the Council's membership we look at the possibility of hosting an event.	A Cassells	In Progress	N
SE/137/2023	Business case for the purchase of Forklift Truck	It was agreed to approve the business case for the purchase of a replacement forklift truck	S Murphy	In Progress	N
SE/141/2023	Sustainable Food Places Bridging the Gap Funding Application	It was agreed to note the recent support for the "Bridging the Gap" funding application. Committee would be advised on the outcome of the application at the earliest opportunity	A Cassells	In Progress	N
SE/142/2023	Biodiversity Strategy	It was agreed to note the draft Biodiversity Strategy and Action Plan, along with the attached consultation questions, and the proposed public consultation. Members to provide any	A Cassells	In Progress	N

		further feedback through NMD Speak Service or besustainable@nmandd.org			
SUSTAINABILITY AND ENVIRONMENT COMMITTEE MEETING 20 DECEMBER 2023					
<u>ITEMS RESTRICTED IN ACCORDANCE WITH PART 1 OF SCHEDULE 6 OF THE LOCAL GOVERNMENT ACT (NI) 2014</u>					
SE/147/2023	Business case for renewal of service contract for supply of Wood Pellets to Greenbank Council Depot, Newry.	It was agreed to note the contents of the report and to approve the business case for the supply of wood pellets for the Greenbank Depot biomass boiler for a 5-year period.	G Kane	In Progress	N
SE/148/2023	Review of Public Convenience opening/closing times	It was agreed to note the contents of the report and approve the opening/closing times contained within Appendix 1 of the officer's report, based on the review of the cleansing review and liaison with Council's HR department to ensure consideration of aspects contained within point 2.4 of the officer's report.	G Kane	In Progress	N
SE/149/2023	Tender for supply of Summer & Winter bedding plants for public spaces 2024 - 2026	It was agreed to endorse the themes as contained in the officer's report and commence the procurement for supply of bedding plants as outlined in Section 2 of the officer's report.	A Mallon	In Progress	N
<u>FOR NOTING – These items are deemed to be exempt under paragraph 3 of Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014</u>					
SE/154/2023	Update on rebranding/ redevelopment of Newry Market	It was agreed to note the contents of the report.	G Kane	In Progress	N

SUSTAINABILITY AND ENVIRONMENT COMMITTEE MEETING 24 JANUARY 2024					
Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
SE/004/2024	Report on Notice of Motion – Flood Defences	The following was agreed: <ul style="list-style-type: none"> - Further investigate the possibility of a Shared Island application to assist with flood defences - Write to DFI Rivers and request a river maintenance schedule. - Seel legal advice to clarify if a meeting with DFI Rivers and the Drainage & Flooding Council would compromise the ongoing independent review of the recent flooding in the district. 	A Cassells	In Progress	N
SE/005/2024	Report on Notice of Motion – Flood Preparedness	The following was agreed: <ul style="list-style-type: none"> - Liaise with local DEA forums to discuss and plan the set-up of Community Resilience Groups - Investigate the facilitation of sandbag availability and management through these Community Resilience Groups - Look into sharing information the website from the Regional Community Resilience Group 	A Cassells	In Progress	N
SE/006/2024	Business Case for firefighting equipment contract	It was agreed to note the content of the report and associated business case, and to accept the conclusion of the attached Business Case	C Sage	In Progress	N

SUSTAINABILITY AND ENVIRONMENT COMMITTEE MEETING 21 FEBRUARY 2024					
Minute Ref	Subject	Decision	Lead Officer	Actions taken/ Progress to date	Remove from Action Sheet Y/N
SE/018/2024	Action sheet from S&E Committee Meeting held 20.01.2024	It was agreed to note the action sheet	A Cassells	Noted	Y
SE/018/2024	Report on Notice of Motion – Climate Change	<p>It was agreed that this Council acknowledges the work done to date to help address the climate emergency; reaffirms previous motions regarding the degenerating global situation; and again, reiterates that the crisis is the biggest threat posed to our constituents, our district, and our planet.</p> <p>Further acknowledges, however, that recent data collated by Climate Emergency UK ranks NMDDC 8th out of the 11 Councils within NI; and thus, pledges to include ambitious targets in the forthcoming Sustainability and Climate Strategies and Action Plans to expedite implementation</p> <p>It was also agreed that a benchmark report would be brought back to Committee regarding Council actions and progress to mitigating climate change impact.</p>	<p>A Cassells</p> <p>A Cassells</p>		<p>N</p> <p>N</p>

SE/020/2024	Private Tenancies Act 2022 – Fixed Penalty Notices	<p>It was agreed to note the new legislative powers to be enforced by Council's in relation to the private sector regarding</p> <ul style="list-style-type: none"> - The Smoke, Heat and Carbon Monoxide Alarm regulations (NI) - The Electrical Safety Standards Regulations (NI) <p>It was further agreed to approve the proposed level of the fixed penalty fine for the offence created under the Smoke, Heat and Carbon Monoxide Alarm regulations (NI) as outlined in the officer's report</p>	S Murphy S Murphy		
SE/021/2024	Home to Hospital Schemes	<p>It was agreed to approve the continued funding for the Mourne and Slieve Gullion Home to Hospital Volunteer driver schemes from 1 April 2024.</p> <p>It was also agreed that Council seek Expressions of Interest from suitable Community/Voluntary sector organisations to administer the schemes, subject to funding being identified</p>	S Murphy S Murphy	In progress In Progress	N N
SE/022/2024	Refuse Collection and HRC arrangements for public holidays 2024/25	It was agreed to approve the alternative refuse collection services and opening arrangements for HRCs on public holidays in 2024/25 financial year	S Murphy	Approved	Y
SE/023/2024	Waste and Environmental Health Charges 2024/25	<p>It was agreed to approve the proposed Waste Management Services Scale of Charges 2024/25</p> <p>It was also agreed to approve the Ship Sanitation Inspection Charges in section 2.2 of the Officer's Report</p>	S Murphy	In progress	N

SE/024/2024	Revision of Facilities Management Charges for financial year 2024/25	It was agreed to adopt the Facilities Management Charges for the financial year 2024/25	C Sage	Approved	N
SE/025/2024	Business Case for Minor Construction Works	It was agreed to note the report	C Sage	Noted	Y
		It was to accept the conclusion of the Business Case to proceed with option 3 to appoint 2 minor construction works contractor to complete minor works across the Council for 3-year period. To be procured through tender or use of a suitable Framework	C Sage	In Progress	N
SE/026/2024	Business Case for upgrade to fuel pumps and vehicle wash at Greenbank depot	It was agreed to note the report	C Sage	Noted	Y
		It was agreed to approve the recommendations contained within the business case.	C Sage	In Progress	N
SE/027/2024	Single Tender Action Extension	It was agreed to approve the extension of the STAs as outlined in the officer's report	S Murphy	Actioned	Y
SE/028/2024	STA for additional repairs to Christmas Illuminations	It was agreed to approve a second STA to cover all outstanding costs associated with Christmas Illuminations 2023	C Sage	In Progress	N
SE/029/2024	Recycling of Paper at Household Recycling Centres	It was agreed that Council avail of the Bring Bank Servicing Contract – Lot 3: Mixed paper via arc21 at Downpatrick, Newry, Warrenpoint, Kilkeel, Camlough, Crossmaglen and Newtownhamilton HRCs from 1 April 2024.	S Murphy	In Progress	N
SE/030/2024	Action Sheet and presentation from Cleansing and Refuse Task Group meeting held 24.01.2024	It was agreed to note the action sheet and presentation	A Cassells	Noted	Y

SE/031/2024	ARC21 Joint Committee Members Monthly Bulletin of 25.01.2024 and IN Committee Minutes of 5.12.2023	It was agreed to note the bulletin and in committee minutes	A Cassells	Noted	Y
SE/032/2024	ARC21 Joint Committee Minutes of 5.12.2023	It was agreed to note the minutes	A Cassells	Noted	Y

ARC21 JOINT COMMITTEE
Virtual Meeting No 84
MINUTES
Thursday 25 January 2024

Members Present:

Councillor J Cochrane	Ards & North Down Borough Council
Councillor A Cathcart	Ards & North Down Borough Council
Councillor T Kelly	Belfast City Council
Councillor B Smyth	Belfast City Council
Councillor A Givan (<i>Acting Chair</i>)	Lisburn & Castlereagh City Council
Councillor P Kennedy	Lisburn & Castlereagh City Council
Councillor A Wilson	Mid & East Antrim Borough Council
Councillor K Murphy	Newry, Mourne & Down District Council

Members' Apologies:

Councillor M Goodman (<i>Chair</i>)	Antrim & Newtownabbey Borough Council
Councillor E McLaughlin	Antrim & Newtownabbey Borough Council
Alderman P Michael	Antrim & Newtownabbey Borough Council
Councillor C Blaney	Ards & North Down Borough Council
Councillor E McDonough-Brown	Belfast City Council
Alderman S Skillen	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 C Enright	Newry, Mourne & Down District Council
Councillor T Andrews	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
C Matthews	Belfast City Council
J McConnell	Belfast City Council
R Harvey	Lisburn & Castlereagh City Council
J Knox	Lisburn & Castlereagh City Council
D Carey	Mid & East Antrim Borough Council

Officers' Apologies:

D Lindsay	Ards & North Down Borough Council
P Thompson	Mid & East Antrim Borough Council
A Cassells	Newry, Mourne & Down District Council

Mr Walker introduced Mr Stephen Mungavin to the meeting to provide a presentation to members on 'Effective Governance of arc21'.

Mr Mungavin provided some information on his background and previous experience with board members.

He advised that arc21 was responsible for ensuring that its business is conducted in accordance with the law and proper standards, and that public money is safeguarded and properly accounted for, and used economically, efficiently and effectively. He also advised that arc21 has a general duty under the Local Government Act (Northern Ireland) 2014 to make arrangements for continuous improvement in the way in which its functions are exercised.

In discharging this overall responsibility, arc21 is responsible for putting in place proper arrangements for the governance of its affairs and facilitating the effective exercise of its functions which includes the management of risk.

His presentation included areas such as the role of the Joint Committee, information needs and decision-making, boardroom challenges, the NI Local Government Code of Conduct for Councillors, the Nolan principles, and Conflicts of interest.

He advised that should Members have any queries, they are welcome to contact either Mr Walker or himself.

Mr Walker thanked Mr Mungavin and noted that he hoped that Members found it useful and informative.

He advised that arc21 is working on its next Corporate Plan 2024-28 and that it was hoped to bring a first draft to Members shortly for discussion and to get viewpoints, following which it was hoped to issue a final draft for consultation to councils in March for consideration.

Mr Mungavin left the meeting.

In the absence of the Chair, Councillor Alan Givan took the Chair for the meeting.

Proposed by Councillor Kennedy, seconded by Councillor Murphy.

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.

Item 2 - Apologies

Apologies were noted.

Action: Noted

Item 3 - Minutes of Joint Committee Meeting 083 held on 5 December 2023

The Joint Committee approved the minutes. Proposed by Councillor Kennedy, seconded by the Chair.

Action: Agreed

Item 4 - Matters Arising

Benchmarking Report 2021-22 - Reserves - the Chair raised this issue following discussion at the last meeting and highlighted that this was an important issue going forward that arc21 should have adequate reserves to make the organisation as resilient as possible.

Mr Walker advised that arc21's revenue is provided from the councils which is an issue arc21 is acutely aware of. He noted that in terms of the ongoing provision of services, arc21 reserves and insurance cover are relied upon when we receive legal challenges to pay for this currently.

He noted that arc21 is currently experiencing low reserves which we will be looking to recharge over the next couple of years through the budgeting process.

Mr McKeown advised that there was not anything which could be done until the next revenue estimates process in September but that it was arc21's intention to consider this further with councils. He advised that this has been raised during the last revenue estimates process with some push back from councils, but that it does need to be addressed to provide assurance in relation to arc21's future finances.

There were no specific matters arising, and updates on relevant issues were provided during the meeting. **Action: Noted**

IN COMMITTEE

The Chair recommended that the meeting would now move "*in committee*" which was agreed. Proposed by Councillor Kennedy, 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 four matters discussed.

Item 5 - Minutes of Joint Committee Meeting 082 held on 26 October 2023 'in committee' (approved)

Item 6 - Matters Arising (noted)

Item 7 - Residual Waste Treatment Project (approved)

Item 8 - Commercially Sensitive Contract & Procurement Issues (approved)

OUT OF COMMITTEE

Proposed by Councillor Kennedy, seconded by Councillor Murphy.

Item 9 - Contracts & Operations Briefing Report

Service Status

Ms Boal reported that all services were operational during the months of November and December 2023. In November, NWP informed arc21 about their weighbridge being down for a short period of a day and asked drivers to use their contingency weighbridge in Glenside. In December, ReGen informed arc21 of issues with their weighbridge and a contingency weighbridge was used for half a day. Advanced notice was given for both of these contingency requests.

Ms Boal advised that the planned site visits were postponed at Cottonmount due to the high winds and that some netting had been damaged and for health and safety reasons arc21 had been unable to carry out some anticipated site visits and that these would be rescheduled shortly.

Action: Ms Boal

Performance

She reported that turnaround times had been reviewed for November and December and in nearly all cases, the contractors provided adequate reasons where the contract service level had been exceeded.

She noted that the overweight vehicles for the Landfill and Organics contracts had decreased in December compared to November, more specifically for the Organics contract, and these figures are improving.

In November and December, most reports were submitted on time and there were only minor issues with ReGen (Nov) and Heatricks (Dec) reporting that required revision due to incorrect data. Service credits were issued to Bryson in November as they failed to report a H&S incident to arc21 within the required timeframe.

In terms of the bottle banks, in November, there was one Bottle Bank (LCCC) that did not have the specified capacity and the service rectification was not completed within the required 48 hours, therefore service credits were applied to ENVA.

Service rectifications for December are still being verified.

Health and Safety Incidents

Incidents

During November and December 2023, she noted that there were six Health & Safety incidents reported to arc21 by contractors.

In light of the incidents at Bryson, arc21's external Health & Safety consultant was asked to review procedures and to make any observations and recommendations about enhanced procedures that could be put forward for discussion with Bryson. The aspects identified in the report have been passed to Bryson for consideration and arc21 will consider their response once it has been received.

Ms Boal advised that arc21 is currently doing a review of the overall H&S incidences as we come towards the end of the financial year and liaising with our H&S consultant, as we have seen some worrying trends and we are looking at ways to highlight this information back to the councils. She advised that arc21 hopes to progress with a safety alert document to give to the councils for dispersal to contractors or employees.

Audits

In November, an audit was conducted at the Cookstown Textile Recyclers site in Randalstown and a Bring Bank collection was observed at Blackstaff Way Recycling centre in Belfast. There were a few minor Health & Safety issues identified during this audit and arc21 is working closely with the contractor to resolve these as quickly as possible.

Rejected Loads

Rejected Loads - one rejected load delivered into Bryson in November 2023; one rejected load delivered into Bryson in December 2023; two rejected loads into Organics delivery sites in November 2023, and two in December 2023.

Officers have again 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

The contract tonnages for November and December 2023 were presented as follows:

November:

- a decrease of 1% for MDR material delivered into Bryson;
- a 2.2% decrease for MDR material delivered to ReGen;
- a 2.5% increase for Type 1 organics material;
- a decrease of 7.8% for Type 2 organics material; and
- a 26.8% decrease for the Landfill Residual Waste Contract

December:

- a decrease of 6.4% for MDR material delivered into Bryson;
- a 10.4% increase for MDR material delivered to ReGen;
- a 11.8% increase for Type 1 organics material;
- a decrease of 3.8% for Type 2 organics material; and
- a 25.6% decrease for the Landfill Residual Waste Contract

No residual waste was sent direct to landfill by Belfast City Council in November or December 2023.

Supplies

Ms Boal provided a summary of the aspects pertinent to the supplies contract.

Following discussion, the Joint Committee noted the report.

Action: Noted

Item 10 - Waste Tonnage Trends

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

She highlighted the following:

- combined landfill – good to see it flatlining this year with very little fluctuation over the last 3 months;
- BCC residual tonnage – good support from contractor over weekends to support the services offered by council;
- organics – the last 3 years have totally coalesced in terms of tonnage collected and arc21 think this is a good indication as to the amount of food being captured in the service when councils would have less green waste at these times of the year.

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

She also presented in graph format the comparisons of looking at recycling targets and waste sent to landfill.

Ms Boal noted the reduction in the Belfast City Council (BCC) waste as input into wastedataflow and advised that this trend will continue as the outworkings of the new residual waste contract are increasingly felt.

In terms of collectively achieving the target of only 10% of residual waste going to landfill, she advised that there was still a way to go and the more residual interim contracts arc21 can award, the more residual waste gets diverted to other facilities, such as energy-from-waste plants, meaning there is less reliance on landfill.

In terms of the recycling percentages for household waste, she reported that there was little change since the April to September period over the past four years, and if councils wanted to achieve the aspirational target of 70%, a further 55k tonnes of recyclate would need to be presented for recycling. She highlighted the target of 70% was unlikely to be achievable at present, and commented that councils and DAERA are looking at delivery of this target in terms of what might be the next stages for the collection of household waste, what is the impact of EPR etc.

Mr Walker advised that following discussions with the Chair, he had posed the question to councils to enquire if there was something more that arc21 could do to assist them [the councils] to contribute to achievement of these targets. He noted that the targets individual councils should be delivering were 55% recycling by 2025, 60% by 2030 and 65% by 2035.

He noted that from the WasteDataFlow figures, councils' current performance largely looks to have plateaued in recent years so to generate further improvements will mean more work and investment into encouraging a greater degree of householder behaviour change, and that arc21 would be looking to work collectively with officers and councils to achieve this into the future.

Following discussion, the Joint Committee noted the report.

Action: Noted

Item 11 - arc21 annual seminar 20 March 2024

Mr Walker advised that this year's seminar had been sparked by a Members' query on packaging and its management and that, following approaching a range of speakers, there was now an exciting line-up of speakers from across the UK, including the Biffa commodities market manager (who sells the various materials gathered through recycling into the international market, and who could provide an overview of how the current international market is performing); a representative from CAFRE (a DAERA organisation which trains and develops students in NI specifically for materials and packaging management); an update on the shadow Scheme Administrator by NILGA, which is representing all the councils in overseeing rollout of the EPR scheme from 2025 onwards, plus several others.

He noted that it should be an interesting session specifically about one aspect of the waste streams which councils manage, and Members and Officers were encouraged to attend.

Action: Noted

Item 12 - AOB

Ms Debbie Nesbitt, WRAP - Mr Walker advised the Committee that Ms Nesbitt's house had been struck by lightning recently. He advised that the Chair write to her on behalf of the Committee to express our sympathies.

Action: Mr Walker/Chair

Policy Forum seminar on the Circular Economy, Friday 26 January - Mr Walker advised that the Chair, Deputy Chair and himself were scheduled to attend the online seminar but unfortunately the Deputy Chair had had to pull out due to health reasons. Accordingly, a space had become available should a Member wish to attend. It was agreed that Ms Campbell would email all Members to advise of this availability and, should no Members be available to take up the offer, then the officers would be offered the opportunity.

Action: Ms Campbell

Item 13 - Next Meeting Thursday 29 February 2024 using MS Teams.

Action: Noted

Date: 29 February 2024

Deputy Chair:

