

NWRWVG Joint Committee September 2018

## Item 3 - Minutes of the Meeting of the 13<sup>th</sup> June 2018

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**North West Region Waste Management Group Joint Committee  
Wednesday 13<sup>th</sup> June 2018 @ 2.10 PM  
Causeway Coast & Glens Borough Council, Limavady Offices**

**Present: - Alderman King (Chair), Councillor Hastings, Duddy, McCaw and Nicholl.**

**In Attendance: - Clerk to the Committee (Mr E. Molloy), NWRWVG (Mr K. Swerdluck, Miss J. Curran).**

### **Notice and Summons of Meeting**

The Clerk read the Notice and Summons for the Meeting.

### **Apologies**

Apologies were received from Councillor McHugh, Councillor Bresland, Ms Philips and Mr Canning.

The Chair wished to express his deepest sympathy with Councillor Fitzpatrick's family on his recent passing. He stated that Councillor Fitzpatrick was a true friend and had a great interest in the Groups work and also within the waste sector.

### **Item 1 - Declaration of Members' Interests**

There were no declarations of Members' interests.

### **Item 2 - Minutes of the Joint Committee 24<sup>th</sup> April 2018**

The Chair reviewed the previous minutes with the Committee.

NWRWMG Joint Committee September 2018

The minutes of the meeting 24<sup>th</sup> April 2018 were **PROPOSED** by Councillor Hastings and **SECONDED** by Councillor Nicholl.

### **Item 3 - Matters Arising**

There were no matters arising.

### **Item 4 - Corporate Risk Register**

The Clerk stated that members are aware that the attached Risk Register is a standing item on the agenda and was for their information.

He took members through the register and informed them that there is currently one identified "high risk" item on the register and that all the risks are reviewed on a monthly basis.

Members noted the content.

### **Item 5 - Annual Governance Checklist**

The Clerk stated that items 5, 6 & 7 on the agenda are all related and that the attached checklist is for the review of the annual governance statement.

He informed members that this annual review of the Governance Statement has now been carried out as required by the financial audit.

Members are asked to note the contents.

Councillor Kelly joined the meeting at 2.16pm

### **Item 6 - Audit of Proper Arrangement**

The Clerk referred to the attached paper and informed members that The North West Region Waste Management Group Joint Committee is required to complete the questionnaire from the NIAO. Under Article 6(1) (d) of the Local Government (Northern

NWRWMG Joint Committee September 2018

Ireland) Order 2005 requires the auditor of a local government body to be satisfied that proper arrangements have been made for securing economy, efficiency and effectiveness in its use of resources. NIAO will use this information, together with other information gathered as part of the annual financial audit to form an overall view on arrangements.

He explained that the attached questionnaire has been completed and Members were asked to approve its submission to NIAO in accordance with their request.

This was agreed by the members.

### **Item 7 - Annual Governance Statement 2017-18**

The Clerk informed members that the attached governance statement was for their consideration. He took members through the report and reminded them that this statement was part of the annual financial statement for the year ending 31<sup>st</sup> March 2018 which would be submitted to NIAO.

He stated that there were no significant governance issues to report and asked if members were satisfied to approve the governance statement. He stated that this will be presented to the Joint Committee for final approval and sign off in September 2018.

Councillor Kelly **PROPOSED** and Councillor Nicholl **SECONDED** the approval of the Annual Governance Statement.

### **Item 8 - Batteries Tender Report Confidential**

The Clerk informed members that Tender for Batteries was a collaborative process involving arc21, the North West Region Waste Management Group and the three remaining councils. He stated that all 5 registered PCS's were sent tender documentation and that the group had received 1 response.

He also reminded members that all batteries schemes operate on the basis of no charge to councils. He took members through the tender report and it was recommended that councils enter into an agreement with European Recycling Platform (ERP) for 24 months with the option of a 1 year extension.

This was agreed by the group.

NWRWMG Joint Committee September 2018

### **Item 9 - WEEE Tender Report Confidential**

The Clerk informed members that the Tender for WEEE was also a collaborative process involving arc21, the North West Region Waste Management Group and the three remaining Councils. He stated that all 34 registered PCS's were sent tender documentation and that the group received 1 response.

He took members through the tender report and informed them that this also operated on the basis of no charge to the councils. It was then recommended that councils enter into an agreement with European Recycling Platform (ERP) for 24 months with the option of a 1 year extension.

This was **PROPOSED** by Councillor Hastings and **SECONDED** by Councillor Duddy.

### **Item 10 - FBC Update**

The Clerk informed members that the panel met in May to agree consensus scores and that the tender report is in progress and will be forwarded to individual councils for approval.

He stated that the group would be kept updated.

### **Item 11 - Tenders**

The Clerk stated that the attached was the latest status of the group's tenders and was for their information.

He asked members to note that item 7 & 8 will expire at the end of June 2018 and that the contact was formerly made with the 26 Councils through the Waste Management Groups.

He stated that all 11 councils are participating in this and that the tender exercise has now been completed and a recommendation will be sought under a separate agenda item.

He stated that work on item 1, tender for the treatment of NWRWMG kerbside collected residual waste, has begun following discussions from the February joint committee

NWRWMG Joint Committee September 2018

meeting. Documents has now been completed and the tender will be issued before the end of this month.

### **Item 12 - Proposed Schedule of Meetings**

The Clerk referred to the attached meeting schedule for the coming year.

Members asked that the next scheduled meeting in December is brought forward to November. The Clerk agreed and stated that the date will be finalised once potential clashes are check.

Members also agreed to inform the Clerk of any other potential clashes so that these could be considered by members and changed accordingly.

This was agreed by all members.

### **Item 13 - Any other relevant Business**

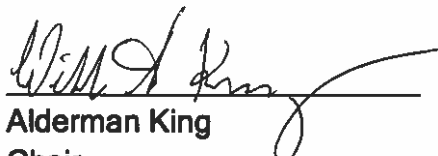
The Chair thanked Councillor Kelly for his commitment over the past year as Chair.

The Chair informed members that the next meeting of the Joint Committee will take place on Wednesday 19<sup>th</sup> September 2018 in the Guildhall, Derry City and Strabane District Council. This was agreed by the Committee.

There being no further business the Chair thanked everyone for their attendance and closed the meeting.

**The meeting terminated at 2.50 PM**

Signed:

  
Alderman King  
Chair