



**At a Meeting of the Authority  
held on Friday 29<sup>th</sup> November 2013**

Present : Councillor Graham Morgan  
Councillor Tony Concepcion  
Councillor Patricia Hardy  
Councillor Kevin Cluskey  
Councillor Richard Oglethorpe  
Councillor Laura Robertson-Collins  
Councillor Alan Cunliffe  
Councillor Steve Williams

52. **Apologies for Absence**

Apologies for absence were received from Councillors Stef Nelson and Irene Williams.

53. **Minutes of the Authority Meeting held on 27<sup>th</sup> September 2013**

**Resolved** that the minutes of the meeting held on 27<sup>th</sup> September 2013 be approved and signed as a correct record.

54. **Minutes of the Special Meeting held on 18<sup>th</sup> October 2013**

An amended version of the minutes were tabled at the meeting which included minor amendments to clarify Resolution 51.

**Resolved** that the amended minutes of the special meeting held on 18<sup>th</sup> October 2013 be approved and signed as a correct record.

55. **Declarations of Interests by Members and Officers**

Carl Beer, Neil Ferris, Peter Williams, Alex Murray and Mandy Valentine declared a personal interest in Item 13, recorded herewith as Resolution 64, in their capacity as officers of the Authority.

56. **Questions from Members under Procedural Rule 9**

There were no questions submitted by Members under Procedural Rule 9.

57. **Questions from Members of the Public under Procedural Rule 10**

There were no questions submitted by Members of the Public under Procedural Rule 10.

58. **Motions proposed by Members under Procedural Rule 15**

There were no motions proposed by Members under Procedural Rule 15.

59. **Annual Audit Letter 2012/13 Audit**  
**WDA/47/13**

Members were presented with the Annual Audit Letter which provided information on the outcome of the 2012/13 audit undertaken by the Authority's external auditor, Grant Thornton.

**Resolved** that the contents of the report be noted.

60. **Internal Audit Report**  
**WMRC and Landfill Contracts Final Claim 2012/13**  
**WDA/46/13**

Members were informed of a recent review undertaken by the Authority's internal auditors in relation to the management of the Waste Management and Recycling Contract.

**Resolved** that the contents of the report be noted.

61. **Joint Working Consultation**  
**WDA/49/13**

The Authority considered a report which outlined proposals to initiate joint working with partner District Councils, to be funded by the sinking fund and in support of the Joint Recycling and Waste Management Strategy (JRWMS).

**Resolved** that:

1. the Treasurer's recommendation that the Authority's sinking fund will no longer be required for its original purpose subject to the Resource Recovery Contract (RRC) reaching financial close be agreed;

2. the sinking fund be used to fund the Joint Recycling and Waste Management Strategy (JRWMS) Aims and Objectives;
3. formal consultation with Districts on Joint Working proposal be agreed; and
4. delegated powers of the Authority be granted to the Chief Executive to develop a Memorandum of Understanding with Constituent Districts and that this be the subject of a further report to the Authority.

62. **Performance Reporting – Quarter 2 2013/14**  
**WDA/45/13**

Members were presented with the second quarterly performance report for 2013/14 which outlined current performance as monitored against the Authority's Corporate Plan.

**Resolved** that the Authority's performance as monitored between July and September 2013 for the 2013/14 year be noted.

63. **Corporate Plan Review**  
**WDA/44/13**

A report was submitted which sought Members' views on revisions to the Authority's Corporate Plan to take account of changing priorities and future strategies.

**Resolved** that:

1. the revised Corporate Plan attached at Appendix 1 to the report be approved and adopted; and
2. the contents of the current Corporate Risk Register be noted.

Carl Beer, Neil Ferris, Peter Williams, Alex Murray and Mandy Valentine declared a personal interest in the following item, recorded herewith as resolution 64 and in accordance with the Authority's Code of Conduct for Officers, remained in the meeting.

64. **Cycle to Work Scheme**  
**WDA/43/13**

Members considered a report which proposed a Cycle to Work Scheme to promote healthier journeys to work and to reduce environmental pollution.

**Resolved** that:

1. the proposed Cycle to Work Scheme attached at Appendix 1 to the report be approved;
2. a commencement date of 1st April 2014 for implementation of the proposed scheme be approved;
3. the costs associated with the administration of salary deductions via payroll services be approved; and
4. delegated powers of the Authority be granted to the Chief Executive to determine the most appropriate third party provider.

65. **Waste Prevention Programme Evaluation**  
**WDA/48/13**

A report was submitted which sought Members' agreement to an on-going evaluation of the Waste Prevention Programme and advised Members of the need for a waste composition analysis of residual waste.

**Resolved** that Members agree in principle to an increase of up to 10% (£24,800) in the waste prevention budget for an on-going evaluation of the programme as set out in paragraph 4 to the report and subject to an annual budget setting process.