



MERSEYSIDE WASTE DISPOSAL AUTHORITY

**At the Annual and Ordinary Meeting of the Authority
held on Friday 24th June 2011**

Present : Councillor De Asha
Councillor Cluskey
Councillor Moore
Councillor Williams
Councillor Concepcion
Councillor Brighthouse

1. **Appointment of Chairperson**

It was moved and seconded that Councillor De Asha be appointed Chairperson.

Resolved that Councillor De Asha be appointed Chairperson for the 2011/12 Municipal Year.

2. **Appointment of Deputy Chairperson**

It was moved and seconded that Councillor Morgan be appointed Deputy Chairperson.

Resolved that Councillor Morgan be appointed Deputy Chairperson for the 2011/12 Municipal Year.

3. **Apologies for Absence**

Apologies for absence were received from Councillors Shaw and Nelson.

4. **Minutes of the Authority Meeting held on 15th April 2011**

Councillor Moore requested that minute 70 be amended to reflect that Liverpool City Council opposes alternate weekly collections.

Resolved that the amended minutes of the meeting held on 15th April 2011 be approved and signed as a correct record.

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

There were no declarations of interest.

6. **Scheme of Delegation**
WDA/18/11

The Authority considered a report which informed Members of proposed amendments to the Scheme of Delegation and sought approval to the revised scheme and to grant delegated powers of the Authority to the Clerk to update other corporate documents.

Resolved that:

1. the Scheme of Delegation be approved and adopted for the 2011/12 Municipal Year; and
2. delegated powers of the Authority be granted to the Clerk to update the Authority's set of Procedural Rules in order to reflect the change of designation of senior officer posts previously approved by Members.

7. **Appointments and Committees**
WDA/19/11

A report was submitted seeking Members' approval to the terms of reference and powers of the Authority to be delegated to the Appeals Committee and the Audit and Governance Committee. Members considered the membership of these Committees, the appointment of Lead Members to specified portfolios and representation on other bodies.

Resolved that:

1. the roles and responsibilities are proposed as follows:
 - a. Councillor Cluskey (Strategy and Development Portfolio)
 - b. Councillor Concepcion (Operations Portfolio)
 - c. Councillor Shaw (Finance Portfolio)
2. the terms of reference and the delegation of powers of the Authority to the Appeals Committee and the Audit and Governance Committee as presented at the meeting be approved;

3. Membership of the Authority's Committees be proposed as follows:
 - a. Appeals Committee
Councillors Morgan, Moore, Brighthouse and Williams.
 - b. Audit and Governance Committee
Councillors Brighthouse, Moore, Morgan and Shaw
4. Membership of the following panels be proposed as:
 - a. Contract Procurement Scrutiny Panel
Councillors De Asha and Cluskey
 - b. Chief Executive's Appraisal Panel
Councillors Cluskey, De Asha, Morgan and Brighthouse.
5. representations on other bodies for the 2011/12 Municipal Year be proposed as follows:-
 - a. The Board of Mersey Waste Holdings Limited

Councillor De Asha in addition to Councillor Cluskey's current appointment.
 - b. The Board of Bidston Methane

Councillors Brighthouse and Williams
 - c. North Western Local Authorities' Employers' Organisation

Councillor De Asha
 - d. Liverpool City Region Environment and Waste Board

Councillor De Asha
 - e. Sefton Borough Partnership Strategic Board

Councillor Cluskey
6. delegated powers of the Authority be granted to the Clerk to consult with all Members and agree the appointments proposed in paragraphs 1, 3, 4 and 5 above.

8. **To hear and respond to any question submitted by a Member of the Public in accordance with Procedural Rule 10.**

Members of the Public may ask questions of the relevant portfolio holder at ordinary meetings of the Authority in accordance with Section 10 of the Authority's Procedural Rules.

The following questions were received and asked by members of the public:

1. **Submitted by Mr J Brace, Bidston, Wirral, Merseyside:**

'Are there plans to increase capacity at the Bidston Materials Recovery Facility (MRF) and what current constraints are there?'

The following response was provided by the Chairperson:

The Bidston MRF is now already at 90% of its operational capacity and there are no plans to extend the facility.

As part of its drive to increase recycling rates MWDA has developed a new MRF facility at Gillmoss in Liverpool. This new plant is due to open later in 2011 and has a capacity of sorting in the region of 100,000 tonnes of recyclable materials a year.

The Chairperson then asked Mr Brace if he had a supplementary question and Mr Brace asked the following question:

'Are there any plans to allow shredded paper to be accepted at the Bidston MRF?'

The Chairperson directed the question to Alex Murray, Director of Operations who provided the following response:

Shredded paper is not accepted at the Bidston MRF because the plant's technology cannot process this form of material. There are currently no plans to alter operations in the future to allow shredded paper to be accepted.

2. **Submitted by Mrs L Brace, Bidston, Wirral, Merseyside:**

'What is the long term strategy of the MWDA to reduce waste, encourage recycling and reduce waste going to landfill?'

The following response was provided by the Chairperson:

MWDA and the Merseyside Waste Collection Authorities are required by law (Waste and Emissions Trading Act 2003) to produce a joint strategy for the management of municipal waste.

The Joint Municipal Waste Management Strategy for Merseyside was first published in 2005 and included a commitment to a full review after five years. The Strategy was updated in 2007/08 and a full review of the Strategy commenced in 2009 including engagement and public consultation.

The review focuses on the top three levels of the waste hierarchy i.e. waste prevention, reuse, recycling and composting, whilst recognising the impacts of those activities on the amount of residual waste ultimately requiring treatment or disposal. The review also considers key strategic factors such as climate change, carbon reduction and governance.

Once completed, the Strategy will be published and will provide the blueprint for MWDA and its district council partners for the coming 30 years. A public consultation on the draft Strategy will take place between 27th June 2011 and 26th August 2011. More information on the consultation and the Strategy can be found on the MWDA website www.merseysidewda.gov.uk from Monday next week.

The Chairperson then asked Mrs Brace if she had a supplementary question and Mrs Brace replied that she did not.

9. **Questions on the Discharge of Functions**
WDA/20/11

The Authority considered a report seeking nominations as to which Members should be responsible for answering questions on behalf of the Authority at their respective constituent Council proceedings.

Resolved that:

1. the under mentioned Councillors be nominated to answer questions at their Council proceedings on the discharge of functions of this Authority, in accordance with Section 41 of the Local Government Act 1985.

Knowsley MBC
Liverpool CC
St Helens MBC
Sefton MBC
Wirral MBC

Councillor Morgan
Councillor Moore
Councillor De Asha
Councillor Cluskey
Councillor Brighthouse

10. **Accounts and Audit Regulations 2011**
WDA/16/11

A report was submitted which informed Members of changes to the Accounts and Audit Regulations, specifically in relation to the statutory requirements for Member approval of the Statement of Accounts.

Resolved that the changes to the arrangements for approval of the Statement of Accounts be noted.

11. **MWDA Outturn Report 2010/11**
WDA/24/11

A report was submitted requesting that Members note the final outturn position with regard to the Authority's Capital and Revenue Expenditure in 2010/11.

It was noted at the meeting that there was an error in one of the balance sheets which would be amended.

Resolved that:

1. the final outturn position with regard to the Authority's Capital and Revenue Expenditure for 2010-11 be noted; and
2. the final outturn with regard to the Authority's Prudential indicators as included in Appendix 3 to the report be noted.

12. **External Audit Fee 2011/12**
WDA/17/11

Members were presented with a report which outlined the amount of audit fee to be charged by the Audit Commission who act as the Authority's external auditor.

Resolved that the external audit fee proposed for the 2011/12 year be noted.

13. **Anti-Fraud and Corruption Strategy**
WDA/23/11

A report was submitted which informed Members of a review of the Authority's Anti Fraud and Corruption Strategy and sought approval to a revised strategy.

Resolved that the Anti Fraud and Corruption Strategy be approved.

14. **Code of Corporate Governance and Annual Governance Statement**
WDA/21/11

The Authority considered a report informing Members of the findings of the Annual Code of Governance Assessment and seeking approval to the draft Annual Governance Statement for inclusion in the Statement of Accounts 2010/11.

Resolved that:

1. the findings of the Annual Corporate Governance Assessment be noted;
2. the revised Terms of Reference for the Primary Assurance Group be approved;
3. the revised Code of Corporate Governance be approved;
4. the Annual Governance Statement be approved and signed by the Authority's representatives; and
5. the inclusion of the Annual Governance Statement in the Statement of Accounts 2010/11 be approved.

15. **Performance Reporting Quarter 4 2010/11**
WDA/22/11

Members were presented with the final quarter's performance report for 2010/11 which outlined current performance as monitored against the Authority's Corporate Plan.

Resolved that the Authority's performance as at Quarter 4 for 2010/11 be noted.

16. **Review of Recycling Credit Payments for Textiles**
WDA/25/11

A report was submitted which advised Members of the current recycling credit payment mechanism and a proposed review which would take into account best practice and the views of those currently receiving recycling credit payments for textiles.

Resolved that:

1. a review of the recycling credit payment mechanism for textile recycling be approved; and
2. a consultation with representatives of organisations from the sector currently receiving recycling credit payments for diverting of textiles from landfill be agreed.

17. **Exclusion of the Public**

Resolved that the public be excluded from the meeting during consideration of the following items for the reason stated:

<u>Minute</u>	<u>Reason (under the Local Government Act 1972)</u>
18 & 19	Exempt information relating to the financial or business affairs of any particular person (Para 3 of Schedule 12A)

18. **Resource Recovery Contract (RRC) Procurement**
Competitive Dialogue
WDA/26/11

A report was submitted which provided Members with an update on the progress of the procurement of the Resource Recovery Contract (RRC).

The Chief Executive informed Members that the date referenced in paragraph 2.2 of the report should read September 2011 and not September 2010.

Resolved that the proposed programme for completion of the Call for Final Tenders stage dialogue of the RRC Procurement Programme and subsequent arrangements for reporting to Members on the outcome of the evaluation of submitted tenders be noted.

19. **Interim Waste Treatment Contract Procurement**
WDA/27/11

The Authority considered a report which sought Members' approval to the commencement of a procurement to secure treatment capacity to divert Municipal Solid Waste from landfill until the facilities being procured as part of the Resource Recovery Contract are operational.

Resolved that:

1. the commencement of a procurement to secure treatment capacity to divert Municipal Solid Waste from landfill until the facilities being procured as part of the Resource Recovery Contract are operational be approved;
2. the Project Initiation Document appended to the report be noted and the principal objectives of the project approved;
3. the core award criteria detailed in paragraph 4.5 of the report be approved and delegated powers be granted to the Chief Executive, in consultation with the Chairperson, to develop appropriate sub award criteria within the core criteria;
4. the draft output specification appended to the report be noted; and
5. delegated powers be granted to the Chief Executive, in consultation with the Chairperson, to complete the necessary tender and contract documentation and, in accordance with the selection criteria, select suppliers and invite those suppliers to submit tenders.

Before closing the meeting, the Chairperson thanked Councillor Cluskey for his contribution to the Authority as Chairperson over the previous five years.