



**At the Annual Meeting of the Authority**  
**held on Friday 29<sup>th</sup> June 2012**

Present : Councillor J De Asha  
Councillor G Morgan  
Councillor T Moore  
Councillor S Williams  
Councillor T Concepcion  
Councillor R Oglethorpe  
Councillor P Hardy

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 2012/13 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 2012/13 Municipal Year.

3. **Apologies for Absence**

Apologies for absence were received from Councillors S Nelson, K Cluskey and I Williams and from Carl Beer, Chief Executive.

The Chairperson took this opportunity to record a note of thanks to the Members who had previously served on the Authority and to welcome the new Members.

4. **Minutes of the Authority Meeting held on 13<sup>th</sup> April 2012**

**Resolved** that the minutes of the meeting held on 13<sup>th</sup> April 2012 be approved and signed as a correct record.

5. **Minutes of the Authority Meeting held on 15<sup>th</sup> June 2012**

**Resolved** that the minutes of the meeting held on 15<sup>th</sup> June 2012 be approved and signed as a correct record.

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

There were no declarations of interest.

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

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

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

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

9. **Scheme of Delegation**  
**WDA/17/12**

The Authority considered a report which sought Members' approval to adopt the existing Scheme of Delegation for the 2012/13 Municipal Year in compliance with the Authority's Procedural Rules.

**Resolved** that the Scheme of Delegation be adopted for the 2012/13 Municipal Year.

10. **Internal Audit Plan 2012/13**  
**WDA/23/12**

A report was submitted which informed Members of the proposed internal audit programme for 2012/13 provided by St Helens Council's Internal Audit service.

**Resolved** that the Internal Audit plan for 2012/13 be approved.

11. **Questions on the Discharge of Functions**  
**WDA/16/12**

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	Councillor G Morgan
Liverpool CC	Councillor T Concepcion
St Helens MBC	Councillor J De Asha
Sefton MBC	Councillor P Hardy
Wirral MBC	Councillor I Williams

12. **Appointments and Committees**  
**WDA/20/12**

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, appointment to the Authority's panels and representation on other bodies.

**Resolved that:**

1. the roles and responsibilities are proposed as follows:
  - a. Councillor De Asha (Strategy and Development Portfolio)
  - b. Councillor Concepcion (Operations Portfolio)
  - c. Councillor Moore (Finance Portfolio)
  - d. Councillors De Asha and Cluskey (Procurement 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, Concepcion and I Williams.
  - b. Audit and Governance Committee  
Councillors De Asha, Moore, Morgan and Hardy
4. Membership of the following panels be proposed as:
  - a. Contract Procurement Scrutiny Panel  
Councillors De Asha, Moore, Hardy and Concepcion
  - b. Chief Executive's Appraisal Panel  
Councillors De Asha, Hardy, Morgan and Concepcion.
5. representations on other bodies for the 2012/13 Municipal Year be proposed as follows:-
  - a. The Board of Mersey Waste Holdings Limited  
  
Councillor Concepcion in addition to Councillor De Asha's current appointment.
  - b. The Board of Bidston Methane  
  
Councillors I Williams and S Williams
  - c. North Western Local Authorities' Employers' Organisation  
  
Councillor De Asha
6. delegated powers of the Authority be granted to the Clerk to consult with all Members and finalise the appointments proposed in paragraphs 1, 3, 4 and 5 above.

13. **Code of Corporate Governance and Annual Governance Statement WDA/18/12**

The Authority considered a report informing Members of the findings of the annual assessment of the Authority's corporate governance arrangements

and seeking approval to the draft Annual Governance Statement for inclusion in the Statement of Accounts 2011/12.

**Resolved** that:

1. the findings of the Annual Corporate Governance Assessment be noted;
2. the Annual Governance Statement be approved and signed by the Authority's representatives; and
3. the inclusion of the Annual Governance Statement in the Statement of Accounts 2011/12 be approved.

14. **MWDA Outturn Report 2011/12**  
**WDA/22/12**

A report was submitted requesting that Members note the final outturn position with regard to the Authority's Capital and Revenue Expenditure in 2011/12.

**Resolved** that:

1. the final outturn position with regard to the Authority's Capital and Revenue Expenditure for 2011-12 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.

15. **Performance Reporting - Quarter 4 2011/12**  
**WDA/19/12**

Members were presented with the final quarterly report for 2011/12 which outlined current performance as monitored against the Authority's Corporate Plan.

**Resolved** that the Authority's performance as at Quarter 4 for 2011/12 be noted.

16. **Education, Awareness & Engagement Strategy**  
**WDA/04/12**

A report was submitted which sought Members' consideration of an Education, Awareness and Engagement Strategy to support the delivery of the Joint Recycling and Waste Management Strategy.

**Resolved that:**

1. the Education, Awareness and Engagement Strategy be approved; and
2. the revised objectives and targets for educational opportunities at the Authority's facilities identified in paragraph 5 of this report be agreed.

17. **Community Fund Assessment Process and Panel**  
**WDA/26/12**

The Authority considered a report which requested Members' approval to proposed criteria for assessing applications for the Community Fund and sought nominations for a panel of Members which would consider applications for Fund 3.

**Resolved that:**

1. the assessment process for Funds 1, 2 and 3 of the Community Fund 2012/13 for the Authority be approved; and
2. Councillors Morgan, De Asha, Moore, Hardy and I Williams be nominated to the Community Fund Panel to act as consultees in the assessment process for Fund 3 of the Community Fund 2012/13 for the Authority.

18. **Exclusion of the Public**

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

<b><u>Minute</u></b>	<b><u>Reason (under the Local Government Act 1972)</u></b>
19	Exempt information relating to the financial or business affairs of any particular person (Para 3 of Schedule 12A)
20	Exempt information relating to any individual (Para 1 of Schedule 12A)

19. **Framework for Interim Waste Treatment Services**  
**WDA/24/12**

The Authority considered a report which presented the results of a procurement exercise to secure treatment capacity to divert Municipal Solid Waste from landfill and to seek Members' approval to enter into a framework agreement with selected tenderers.

**Resolved that:**

1. the results of the procurement exercise to secure treatment capacity to divert Municipal Solid Waste from landfill be noted;
2. the appointment of the organisations named in paragraph 8.3 of the report to the framework be approved;
3. a contract be awarded under the framework for the treatment of 40,000 tonnes of MSW to the organisation named in paragraph 8.3 of the report; and
4. delegated powers of the Authority be granted to the Chief Executive, in consultation with the Chairperson, to complete further mini competitions under the terms of the framework, subject to Members' approval being sought prior to entering into any resultant contracts.

20. **Conditions of Service**  
**WDA/25/12**

A report was submitted which detailed the findings of a report prepared by North West Employers Organisation (NWEO) in relation to the conditions of service of the Chief Executive. A number of options were presented to Members for their consideration.

**Resolved** that the Authority's employment policies be revised as proposed in paragraph 10.4 of the report and brought to a future Authority meeting for approval.