



Merseyside Waste Disposal Authority

**At a Meeting of the Authority  
held on Friday 21<sup>st</sup> September 2012**

Present : Councillor J De Asha  
Councillor G Morgan  
Councillor S Williams  
Councillor T Concepcion  
Councillor R Oglethorpe  
Councillor I Williams

21. **Apologies for Absence**

Apologies for absence were received from Councillors Cluskey, Hardy, Munby and Nelson.

22. **Minutes of the Authority Meeting held on 29<sup>th</sup> June 2012**

**Resolved** that the minutes of the meeting held on 29<sup>th</sup> June 2012 be approved and signed as a correct record.

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

Councillor Oglethorpe declared a personal and prejudicial interest in item 15, recorded herewith as resolution 35 in his capacity as an employee of Mersey Travel.

Carl Beer, Chief Executive declared a personal and prejudicial interest in item 12 recorded herewith as resolution 32 in his capacity as the post holder under discussion.

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

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

25. **Question(s) from Members of the Public under Procedural Rule 10**

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

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

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

27. **Authority Appointments**  
**WDA/27/12**

The Authority considered a report seeking nominations to various appointments which had become vacant following a change in the Authority's membership.

**Resolved** that:

1. Councillor Munby be nominated to the vacant positions identified in the report; and
2. delegated powers of the Authority be granted to the Clerk to consult with Councillor Munby and finalise the appointments.

28. **Internal Audit Reports**  
**WDA/31/12**

A report was submitted which informed Members of the outcome of two reviews undertaken by the Authority's Internal Auditor in relation to the Bidston MRF and the Waste Contracts.

**Resolved** that the contents of the reports from the Internal Auditor be noted.

29. **Statement of Accounts**  
**WDA/29/12**

The Treasurer submitted the Statement of Accounts for 2011/112 for the Authority's consideration and updated Members on the progress of the audit being undertaken by the Audit Commission. The Treasurer advised Members that a number of technical accounting issues were outstanding and therefore sought delegation to approve the Statement of Accounts once these matters had been resolved.

**Resolved** that:

1. the changes made to the accounts during the audit be noted;

2. the Statement of Accounts be approved and delegated authority be granted to the Treasurer in consultation with the Chairperson to make any final amendments should they be required; and
3. the Letter of Management Representation to the auditor be agreed.

30. **Annual Governance Report**  
**WDA/30/12**

Members were presented with the findings, conclusions and recommendations resulting from the Audit Commission's review of the Authority's statutory accounts and its arrangements to secure value for money.

**Resolved** that:

1. the auditor's findings attached at Appendix 1 to the report be noted; and
2. the recommendations contained within the auditor's report to further strengthen the Authority's financial and governance arrangements be noted and delegated powers be granted to the Chief Executive to finalise the proposed action plan.

31. **Performance Reporting – Quarter 1 2012/13**  
**WDA/28/12**

Members were presented with the first quarterly report of 2012/13 which outlined current performance as monitored against the Authority's Corporate Plan.

**Resolved** that the Authority's performance for 2012/13 as monitored between April and June 2012 be noted.

Carl Beer declared a personal and prejudicial interest in the following item, recorded herewith as resolution 32 and in accordance with the Code of Conduct for Officers, left the meeting during consideration of the item.

32. **Revised Disciplinary Policy and Procedure**  
**WDA/33/12**

A report was submitted which sought Members' approval to a revised Disciplinary Policy and Procedure which incorporated specific

arrangements in relation to the Chief Executive. The Monitoring Officer informed Members that the document had been shared with North West Employers Organisation and a revised document was circulated which incorporated their comments. Members were asked to agree the documents and appoint an Investigating and Disciplinary Committee.

**Resolved** that:

1. the revised Disciplinary Policy and Procedure be approved;
2. the Terms of Reference and delegations for the Investigating and Disciplinary Committee be approved;
3. delegated powers be granted to the Clerk to agree the membership of the Investigating and Disciplinary Committee; and
4. the Monitoring Officer be granted delegated powers in consultation with the Chairperson to amend the outstanding policies as detailed in the report at paragraph 3.7.

33. **Exclusion of the Public**

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

<b><u>Minute</u></b>	<b><u>Reason (under the Local Government Act 1972)</u></b>
34 & 35	Exempt information relating to the financial or business affairs of any particular person (Para 3 of Schedule 12A)

34. **Landfill Contract Amendment**  
**WDA/32/12**

The Authority considered a report which sought amendments to a contract for landfill.

**Resolved** that:

1. delegated powers of the Authority be granted to the Chief Executive to complete the amendments to the Landfill 'Top-Up' Contract to align it with the MWHL Landfill Contract.
2. the Clerk be authorised to apply the Authority seal to the Contract amendment as necessary.

Councillor Oglethorpe declared a personal and prejudicial interest in the following item, recorded herewith as resolution 35 and in accordance with the Code of Conduct for Members, left the meeting during consideration of the item.

35. **Co-Location Update**  
**WDA/34/12**

A report was submitted which sought Members' approval to proposed terms for the lease of premises at Mann Island.

**Resolved** that:

1. the terms of the lease agreement for Mann island be noted;  
and
2. the Chief Executive be granted delegated powers of the Authority to agree the final terms and sign the lease and for the Clerk to affix the Authority's seal.