



**At the Annual meeting of the Authority**  
**held on Friday 27<sup>th</sup> June 2025**

Present: Cllr Page  
Cllr L Robertson-Collins  
Cllr K Brown  
Cllr Norris  
Cllr Dickinson  
Cllr Luxon-Kewley  
Cllr Baldwin  
Cllr McNabb

1. **Appointment of Chair**

It was moved and seconded that Councillor Page be appointed Chair.

**Resolved** that Councillor Page be appointed Chair for the 2025/26 Municipal Year.

2. **Appointment of Deputy Chair**

It was moved and seconded that Councillor Bell be appointed Deputy Chair.

**Resolved** that Councillor Bell be appointed Deputy Chair for the 2025/26 Municipal Year.

3. **Apologies for Absence**

Apologies for absence were received from Councillor Nolan and Councillor Bell.

4. **Minutes of the Authority Meeting held on 25th April 2025**

**Resolved** that the minutes of the Authority Meeting held on 25th April 2025 Be Approved and signed as a correct record.

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

The were no declarations of interest by Members and Officers

6. **Question(s) from Members under Procedural Rule 9**

There were no questions submitted by Members in accordance with Procedural Rule

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

There were no questions submitted by members of the public in accordance with Procedural Rule 10.

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

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

9. **Appointments and Committees**  
**WDA/16/25**

The Authority determined the appointments and representations set out in this report for the 2025/26 Municipal Year and granted delegated powers of the Authority to the Clerk to complete any outstanding appointments.

1. approval of the Terms of Reference and delegations for the Appeals Committee, Audit and Governance Committee and the Investigating and Disciplinary Committee and the appointment of Members to those committees.
2. appointment of Chair to the Investigating and Disciplinary and Appointments Committee.
3. appointment of Members to the Forward Planning Panel.
4. representation on the Boards of Mersey Waste Holdings Limited, Bidston Methane Limited and the North West Employers' Organisation; and
5. delegated powers of the Authority were granted to the Clerk in consultation with all Members to finalise any outstanding appointments in relation to the above.
6. Agree a Member of the Authority to sit on the Procurement Project Board in addition to the Chairperson

**Appeals committee:**

Cllrs Page, Brown, McNabb, Dickinson

**Audit and governance committee:**

Cllrs Baldwin, McNabb, Brown, Dickinson

**Investigating and disciplinary and Appointments committee:**

Cllrs Bell, Page, Norris

Chair Cllr Bell

**Forward planning committee:**

Cllrs Page, Bell, Dickinson, Luxton-Kewley

**Procurement Project Board:**

Cllrs Page, Dickinson (Deputy), Norris

**Outside Bodies-**

**Mersey Waste Holding Ltd:**

Cllrs McNabb, Norris, Bell

**North West Employers:**

Cllr McNabb

10. **Questions on the Discharge of Functions**  
**WDA/17/25**

The Authority indicated its five nominations for the forthcoming year in accordance with Section 41 of the Local Government Act 1985.

**Resolved that:**

The Authority nominates Members at its Annual Meeting each year and the Members nominated in this Municipal Year were:

Knowsley MBC	Councillor Bell
Liverpool CC	Councillor Norris
St Helens MBC	Councillor Dickinson
Sefton MBC	Councillor Page
Wirral MBC	Councillor Baldwin

11. **Constitution Update and Governance Matters**  
**WDA/38/24**

At the commencement of a new municipal year, it is appropriate for the Constitution to be updated and adopted by the Authority. The Monitoring Officer is responsible for ensuring that the Constitution for the Authority is up to date, relevant and effective. Any proposed changes to the Constitution are subject to Member approval.

**Resolved that:**

1. Members adopt the Scheme of Delegation for the 2025/26 Municipal Year, as per Appendix 1;
2. Members approve the updated sub-delegations allowed under Clause 2.4 of the Scheme of Delegation, attached at Appendix 2;
3. Members agree to adopt the revised Contract Procedural Rules, attached at Appendix 3; and
4. Members agree to adopt the revised Constitution accordingly.

12. **Proposed changes to accounting policies**  
**WDA/19/25**

Members asked to approve the proposed amendment to the following accounting policies:

- a) Minimum Revenue Provision (MRP) Policy
- b) Depreciation Policy
- c) Accounting for leases under International Financial Reporting Standard (IFRS) 16

**Resolved that:**

- 1. Members accept the proposed revision to the Minimum Revenue Provision Policy outlined in section 3 and Appendix 1;
- 2. Members accept the proposed revision to the Depreciation Policy outlined in section 4; and
- 3. Members accept the proposed amendments pertaining to the implementation of International Financial Reporting Standard (IFRS) 16 at Section 5.

13. **MWDA Outturn Report 2024-25**  
**WDA/20/25**

To advise Members of both the final outturn with regard to the Authority's Capital and Revenue expenditure in 2024-25 and the position of the Authority's reserves. The final outturn positions for the Authority's Prudential Indicators are included in the report for Members to note.

**Resolved that:**

- 1. Members have made note of the final outturn position with regard to the Authority's Revenue and Capital Expenditure for 2024-25;
- 2. Members Note the position in respect of the Authority's reserves and approve the creation of an Earmarked Reserve to support the forthcoming procurement;
- 3. Members Approve the transfer of £8m to earmarked reserves and approve the Authority's proposed policy in respect of reserves as included at Appendix 3; and

4. Members Note the final outturn with regard to Treasury Management as included at Appendix 4

14. **External advisors expenses policy**  
**WDA/21/25**

Members asked to approval to adopt a new External Advisors Expenses Policy.

**Resolved** that Members agree to adopt the new External Advisors Expenses Policy attached at Appendix 1

15. **Internal Audit Plan 2025/26**  
**WDA/22/25**

Members asked to review Internal Audit Plan 2025/26 to provide assurance about governance arrangements at the Authority. The plan is attached at Appendix 1

**Resolved** that Members approve the Internal Audit Plan for 2025-26

16. **Comments and Complaints**  
**WDA/23/25**

Members were asked to Note the findings in the comments and complaints report for 24-25

**Resolved** that Members took note of the findings in the comments and complaints report for 24-25.

**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>
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17. **Honorarium Payments to Statutory officers**  
**WDA/42/24**

Authority approves an annual increase to the honorarium payments made to staff who undertake statutory officer roles, in line with the annual national pay award.

**Resolved** Members approve an annual increase in line with the annual national pay award.