

Present:	Councillor	Piddington (in the Chair)
	Councillors	Cornes, Hunt, Jones, C Murphy, N Murphy, Peel, Quinn, Sherrington and Zaman
	Officers	Treasurer & Deputy Clerk, Director of Contract Services, Director of Resources & Strategy, Solicitor, Deputy Treasurer, Head of Corporate Service and Senior Corporate Services Officers - Governance and Information Management
Apologies:	Councillors	Alexander, Emmott, Fitzpatrick, Gordon, Merrett, Price and Young
	Independent Member	Njoroge
	Officer	Clerk to the Authority

M51 Urgent Business, if any, introduced by the Chair

There was no urgent business introduced by the Chair.

M52 To receive Declarations of Interest in any contract or matter to be discussed at the meeting

There were no declarations of interest received at the meeting.

M53 Audit & Standards Committee Annual Report for the 2015/16 Municipal Year

Members considered the report of the Independent Chair of the Audit & Standards Committee, which was presented by the Treasurer & Deputy Clerk in light of both the Independent Chair and Deputy Chair's absence.

The report outlined the work undertaken by the Audit & Standards Committee during the last Municipal Year in the form of an Annual Report (Appendix A), in discharging its terms of reference and hence providing assurances to Members about the effectiveness of the Authority's Corporate Governance objectives.

The Treasurer & Deputy Clerk advised Members that the Committee also undertook, in the restricted part of the agenda, a role of monitoring the Authority's Senior Lending into its own Private Finance Initiative (PFI) project. In carrying out this work of scrutinising the Authority's role as a lender to its own PFI scheme, the Committee had formed the view that its own terms of reference, and those of the Waste Management Committee, should be sharpened to provide for greater clarity around their respective roles in relation to the Contract as set out in paragraph 6.1 (d) of the report. The Independent Chair of the Audit & Standards Committee wanted Members to understand that the Committee was limited to protecting the Authority's lending and the Vice-Chair (Chair of the Waste Management Committee) confirmed that his Committee's role was to protect the Authority's Contractual interests.

Members of the Audit & Standards Committee present at the meeting echoed the Treasurer & Deputy Clerk's comments and added that control within the Authority was more than satisfactory. They further commented that there were thorough discussions at Committees, backed-up with good Member training sessions.

RESOLVED: That the Authority:

- a) notes the work of the Committee and assurances provided for 2015/16; and
- b) confirms the allocation of responsibilities between the Waste Management Committee and Audit & Standards Committee respectively in relation to the monitoring of the Recycling & Waste Management Contract (the Contract) as set out in paragraph 6.1 (d) of the report.

M54 To approve the minutes of the last meetings held on 11th December 2015 and 12th February 2016

RESOLVED: That the minutes of the meetings dated 11th December 2015 and 12th February 2016 (Budget Setting) are approved as a correct record.

M55 Public and Member Question Time (limited to 15 minutes)

There were no questions received at the meeting.

M56 Treasury Management Strategy (TMS) Statement, Minimum Revenue Provision (MRP) Policy Statement and Annual Investment Strategy 2016/17

Members considered the report of the Treasurer & Deputy Clerk, which set out the Authority's approach to and strategy for Treasury Management in 2016/17.

The Deputy Treasurer presented the item and explained that the Authority was required to receive and approve three main reports each year, which incorporated a number of policies, estimates and actuals. This report was the most important report and covered Capital Plans, a MRP policy, the TMS and investment strategy for the forthcoming financial year.

It was explained that the Authority was expecting to take on new borrowings in 2016/17 and 2017/18. The Authority's Medium Term Financial Plan (MTFP) would be utilised and its surplus cash reserves used to support the Levy. The report also gave comments on economic interest rates and it was envisaged that the interest rate would be 0.5% when the Authority would need to borrow. A Member expressed that share prices were going down, and could have an impact on interest rate variations.

A Member commented that at the Treasury Management training session on 20th January 2016, Members were advised that the Authority had room to borrow and it was suggested that the Public Works Loan Board (PWLB) would be a good option.

RESOLVED: That the Authority:

- a) approves the TMS Statement, MRP Policy Statement and Annual Investment Strategy 2016/17;

- b) approves the general delegation to the Treasurer & Deputy Clerk, in consultation with the Chair and Vice-Chair (Chair of the Resources Committee), to take any action necessary to make sure the Authority position is safeguarded which may involve stepping outside the approved strategy be continued in 2016/17. Any action to be reported to Members as soon as practicably possible by e-mail; and
- c) approves the Treasury Management Practices as updated at Appendix 7.

M57 Recycle for Greater Manchester (R4GM) and the Authority's own 2016/17 Communications and Engagement Action Plans

Consideration was given to the joint Report of the Treasurer & Deputy Clerk and Director of Contract Services that sought agreement for the 2016/17 Communication and Engagement Action Plan, as considered in detail, and broadly endorsed (in this updated form) by Waste Management Committee, at its 3rd March 2016 meeting.

The Director of Contract Services introduced the item and explained that the budget was £801k and the Authority's contribution was £416k, which included targeted campaigns and social media. The report set out the Authority's plans and also proposed a partnership with the Waste Resources Action Programme (WRAP), partially match-funded by the Authority from the 2015/16 underspend. The report also sought approval of the 2016/17 Action Plan, the Authority's own activities in the community and communications area and approval of the WRAP partnership via a delegation to the Treasurer & Deputy Clerk.

RESOLVED: That the Authority:

- a) agrees and approves the R4GM Action Plan 2016/17, endorsed by the Waste Management Committee, as set out in Appendix B of the report and delegates to the Director of Contract Services, (in consultation with the Chair of the Waste Management Committee), approval of the final version, once project plans with Individual Districts are finalised;
- b) approves the proposed Authority own activities in the community and communications areas as set out in Section 5 of the report, including the redirection of additional underspend from the R4GM Action Plan 2015/16 to support and develop the proposals with WRAP as set out in paragraph 5.2 (g) of the report; and
- c) delegates to the Treasurer & Deputy Clerk (in consultation with the Chair of the Authority and Vice-Chair (Chair of the Resources Committee) approval of the final Memorandum of Understanding (MoU) with WRAP to secure support for wider waste partnership working and obtain match funding for a food pilot.

M58 Business Plan 2016-2020

The Authority considered the joint report of the Treasurer & Deputy Clerk and the Director of Contract Services that asked Members to consider the Authority's revised style Business Plan for 2016-2020.

RESOLVED: That the Authority:

- a) approves the public facing Business Plan attached at Appendix A of the report; and
- b) delegates to the Head of Corporate Services approval to finalise the Plan (Appendix B of the report) to take account of comments at the meeting and decisions on governance arrangements.

M59 Review of the Governance Arrangements for 2015/16 and Proposed Changes for 2016/17

Consideration was given to the report of the Head of Corporate Services that set out the findings of the governance review for 2015/16 and as a result of the findings requested Members to consider a number of changes that the Authority might wish to implement for the 2016/17 Municipal Year.

The Head of Corporate Services informed Members that an audit had taken place to look at the impact of the new changes from this year. In terms of training, it was explained that this aspect had been disappointing as the Authority had not managed to get the right Members to see the facilities. In light of this, it was proposed that core briefings would be provided prior to Authority meetings to help with decision making. Multi-site visits would also be considered. The new agenda packs had made a significant difference to the size of agendas and length of meetings. It was reported, that overall, the current year worked well and learning would be applied to next year.

Members supported the new training arrangements. The Head of Corporate Governance explained that visits to facilities by clusters of Members would be considered in the future.

RESOLVED: That the Authority:

- a) Subject to Members comments about seeking to identify individual training needs and offer tailored dates, agrees the new training package as set out in paragraph 5.3 of the report;
- b) notes the attendance data for the 2015/16 Municipal Year for all meetings/training sessions and requests that the Head of Corporate Services send the data to each District Council; and
- c) agrees, in principle, to the proposed changes of the Constitution ahead of formal adoption of the 2016/17 Constitution at the Authority's Annual General (AGM) meeting on 10th June 2016.

M60 Pay Policy Statement 2016/17, in Relation to the Localism Act 2011

The Authority considered the report of the Director of Contract Services that asked the Authority to agree the Pay Policy Statement 2016/17 that was attached to the report at Appendix 1 as recommended by the Resources Committee on 1st March 2016.

Members asked that the policy be amended to reflect the Authority's aspiration and commitment to be an accredited Living Wage provider and that the Authority was working towards that. The Head of Corporate Services reassured Members that this would be reflected in the Authority's Contract Procedure Rules and would remind Officers to be mindful during any procurement process. The Treasurer & Deputy Clerk advised that this would best be placed in the People Strategy and Members agreed with the suggested approach.

RESOLVED: That the Authority approves the Pay Policy Statement 2016/17 (Appendix 1 of the report) and delegates any administrative updates in relation to the 2016 pay settlement to the Head of Organisational Development & Administration.

M61 People Strategy and Annual Plan 2016/17

Members considered the report of the Director of Contract Services that asked Members to review and approve the People Plan Strategy (Appendix A) and People Action Plan (Appendix B).

In light of the discussions above (M60), it was agreed that recommendation a), would be amended to incorporate Members comments in terms of the National Living Wage.

Regarding recruitment, a Member asked if funds were set aside for this and if it was not used could it be used for training. The Treasurer & Deputy Clerk explained that there was not a specific budget for recruitment. However, there was a general training budget that was controlled by the Business Management Team. He also reassured Members that through the appraisal process this took account of any staff development needs.

RESOLVED: That the Authority:

- a) subject to the inclusion of a National Living Wage Statement approve the People Plan Strategy (Appendix A of the report); and
- b) approves the People Action Plan 2016/17 (Appendix B of the report).

M62 Health and Safety Action Plan 2016/17

Members considered the report of the Director of Contract Services that asked Members to consider and approve the Authority's Health & Safety Action Plan 2016/17 (Appendix A).

The Director of Contract Services informed Members that the Authority would be undertaking a review of the Health and Safety management system that would identify areas for improvement, which would then be reflected in the Plan. It was noted that the review would take place in April 2016 and would look at key areas. Any recommendations resulting from the review would be considered by the Waste Management Committee.

RESOLVED: That the Authority approves the Health & Safety Action Plan 2016/17 (Appendix A of the report).

M63 Asset Management Strategy and Annual Action Plan

Members considered the report of the Director of Contract Services that asked Members to review and approve the Asset Management Strategy and Asset Management Action Plan 2016/17 attached at Appendices 1 and 2 respectively.

It was noted that the full strategy set out how the Authority would make the most of its assets and the Annual Plan set out what action was needed to deliver these objectives.

RESOLVED: That the Authority:

- a) endorses the Asset Management Strategy 2016/19 (Appendix 1 of the report); and
- b) approves the Asset Management Action Plan 2016/17 (Appendix 2 of the report).

M64 Minutes and Reports for Noting/Consideration

Members considered the open minutes and reports for noting contained within the agenda (Part 2). As there were no questions raised by Members, the Authority noted the information presented within the agenda.

RESOLVED: That the Authority notes the information presented within the agenda (Part 2).

M65 Exclusion of Press and Public

RESOLVED: That, in accordance with Section 100(4) of the Local Government Act 1972, the public be excluded from the meeting at this juncture for the following business on the grounds that it involves the disclosure of exempt information as defined in the respectively indicated paragraph 3 and that it would not be, on balance, in the public interest to disclose the information to the public because disclosure would be likely to breach the reasonable requirements of companies to commercial confidentiality at this stage of the procurement process.

M66 Annual Review of the Risk Register

Consideration was given to the report of the Director of Contract Services that provided the Authority with its annual review of the Risk Register.

A Member suggested, and Officers agreed, that for the future the Register would be split out to identify which aspects the Authority could directly control or influence.

RESOLVED: That the Authority:

- a) notes the report;
- b) approves the Risk Register (Appendix A of the report); and
- c) notes the risks that remain unchanged following mitigation (Appendix B of the report).

M67 Recycling & Waste Management Contract: Update Report

The Solicitor to the Authority advised Members that the report contained material that was of the utmost commercial sensitivity and was subject to Legal Professional Privilege. Any disclosure of the information contained in the report might seriously impact upon the Authority's commercial standing and/or legal position in taking forward the actions, discussions and proposals contained within the report. Members were prompted to sign the Confidentiality and Insider Information Declaration they had been provided with.

Members considered the joint report of the Treasurer & Deputy Clerk and Director of Contract Services that provided the Authority with an update on key aspects of the Recycling & Waste Management Contract (the Contract) including tank rectification progress, performance data and progress updates on the review of Contract efficiencies and savings being carried out through the Leaders Waste Task Group (LWTG).

Members' attention was drawn to paragraph 7.2.3 c) of the report. It was explained that following discussions with Chief Officers on 11th March 2016, an additional recommendation e) had been added to the report for consideration.

A Member asked if the Authority was claiming EU Solidarity Funding to offset flood costs. The Treasurer & Deputy Clerk explained that discussions had taken place with Treasurers about the ability to utilise the Belwin fund. Four Districts were over the reshold for funding and the Authority was working on a robust audit trail to enable them to claim back that money. The Authority was trying to minimise the cost.

A discussion took place about the hydrolysis tank defect rectification plans production. Members suggested, and Officers agreed, that recommendation a) of the report be amended to reflect their concern about the lack of progress in this area.

A Member suggested that black bag waste, when delivered to HWRC sites, was investigated by site operatives as there could be items to recycle. It noted that this option would be discussed with the Authority's contractors as they had experience of this at one of their other contracts. Feasibility and practicalities would also need to be considered.

RESOLVED: That the Authority:

- a) whilst noting the report, expressed its disappointment at the lack of progress with the production of the hydrolysis tank defect rectification plans;
- b) notes, subject to the verbal update, excellent initial progress on Contract efficiencies (Section 7 of the report) and endorses the direct engagement proposals for Leaders/Chief Executives set out in paragraph 7.4 of the report;
- c) notes the progress being made on refinancing;
- d) approve the introduction of measures to deal with potential trade waste abuse, as set out in paragraph 9.9 of the report; and
- e) approve the appointment of Local Partnerships and the acceptance of £30k partial match funding, to undertake a review of differentiated collection regimes, as approved in principle at the 11th December 2015 meeting of the Authority. In approving the appointment of Local Partnerships, the Authority is waiving its Contract Procedure Rues by virtue of there being value for money reasons that justify the exemption.

The Chair explained that Councillor Merrett was standing down as a Councillor and she was thanked for her work on the Authority during the Municipal Year.

Members were informed that this was the Director of Resources & Strategy last Authority meeting before his retirement on 31st March 2016. The Chair thanked the Director for his support and said that he would be sorely missed especially his experience, skills and sense of humour. The Vice-Chair (Chair of the Waste Management Committee) echoed the Chair's comments and on behalf of all Members wished the Director the very best for the future. Mention was also made to the achievements of the Director and how he had left a legacy with the solar farm at Salford Road, Over Hulton and new Offices for the Authority.

In response, the Director thanked Members for their support. He expressed that he was leaving the Authority in capable hands of fantastic Officers and thanked his colleagues. He advised that his work on the Authority had been enjoyable; everybody, both Members and Officers, had worked as a team, with mutual trust and respect and, together had achieved a tremendous amount. The future, for the Director, would give much time to reflect, enjoy and spend time with his first grandchild.

The meeting opened at 11.00 am and closed at 12.19 pm.

GMWDA