

Present:	Councillor	Murphy (in the Chair)
	Councillors	Brock, Cummings, Driver, Emmott, Hewitt, Holden, Iqbal, Lancaster, Piddington, Quinn, Shilton Godwin, Smart, Young and Zaman
	Officers	Clerk, Treasurer & Deputy Clerk, Director of Contract Services, Solicitor, Deputy Treasurer and Head of Corporate Services
In attendance:	Advisers	Mousdale (DWF)
Apologies:	Councillors	Ali, Fitzpatrick, Jones and King
	Officers	All Officers were present

**M46 Urgent Business, if any, introduced by the Chair**

Whilst there was no urgent business introduced by the Chair, the Treasurer & Deputy Clerk advised that a supplementary agenda had been published prior to the meeting, which contained Item 10 - Budget 2017/18 and Beyond and a supplementary report that would be considered at Item 13 - Recycling & Waste Management Contract (the Contract) Update report. It was necessary to publish the supplementary reports as to include the latest information, which was not available at the time the agenda was dispatched.

**M47 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.

**M48 To approve the minutes of the last meeting held on the 2<sup>nd</sup> December 2016**

RESOLVED: That the minutes of the last meeting held on 2<sup>nd</sup> December 2016 are approved as a correct record.

**M49 Public & Member Question Time**

There were no questions received.

**M50 Behavioural Change and Communication Strategy 2017 to 2022**

Consideration was given to the report of the Director of Contract Services, which presented the Behavioural Change and Communication Strategy 2017-2022 to the Authority for consideration.

It was explained that for the past eight years, the Authority had produced an annual Communications Plan. It was reported that with the implementation of reduced residual waste collection capacity due to be completed in mid 2017, and the predicted overall Authority recycling rate still forecast to remain below 50%, the importance of a long term Behavioural Change and Communication Strategy was an intricate part in enabling the Authority achieve its aims and objectives set out within the Waste Management Strategy.

To deliver the challenging targets set out in paragraph 4.1 of the report. The Authority endorsed a three pronged approach, which was:

- a) behavioural change;
- b) restrict residual bin capacity; and
- c) targeted and proportionate enforcement.

Members asked a number of questions, which were noted as follows:

Q1 A Member asked how likely was the Partnership to achieve the 60% household recycling target by 2025.

A1 It was explained that it was theoretically possible in light of the results of the waste composition work that had been undertaken. Wales was also achieving over 60%, which included Incinerator Bottom Ash (IBA), which the Authority was lobbying about. However, it remained a challenge.

Q2 The Member suggested that the target should be lowered in light of the challenge ahead.  
A2 The Chair advised that it was a target to move towards, an aspiration or a stretch target. It was suggested and agreed that a report considering this aspect would be considered by the Resources Committee.

Q3 When developing the Strategy, a Member asked if Officers' comments from Trafford on key targets for 2024-25 for reduction of residual waste per household had been taken into account.

A3 It was reported that comments had been reflected in the delivery plans. However, measuring waste prevention was difficult. It was explained that the work being undertaken with the Waste Resources Action Programme (WRAP) was about how those targets could be strengthened and how that metric might be achieved. However, all comments would be taken on board moving forward.

Q4 A Member asked about contamination and how there was conflicting information within reports.

A4 The Treasurer & Deputy Clerk advised that it was about the Contract threshold and agreed to ensure a more consistent approach to definitions be adopted moving forward.

Q5 A Member enquired about the Recycle for Greater Manchester (R4GM) branding and if a local campaign was being run could local branding be used.

A5 It was reported that part of the brand development would include a toolkit, where branding could be utilised at a local level. The Chair added that mixed branding would be available.

Q6 In terms of the Strategy, a Member asked would there be any changes to the way the Authority worked with Districts.

A6 It was explained that Officers would continue to work with Districts on developing implementation plans and on how the Strategy would be delivered. Consequently, there would be no immediate changes.

RESOLVED: That the Authority:

- a) approves the Behavioural Change and Communications Strategy 2017-22 as set out in Appendix A of the report; and
- b) delegates finalisation of the structure for delivery of the Strategy to the Director of Contract Services in consultation with the Chair of the Authority.

**M51 Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2016/17**

The Authority considered the report of the Treasurer & Deputy Clerk that set out an overview of treasury management activity for the first six months of 2016/17, as required under the Treasury Management Strategy Statement (TMSS). It was reported that the draft Review report was submitted to the 2<sup>nd</sup> November 2016 Audit & Standards Committee. The final report incorporated the Committee's comments.

It was noted that during the period (to 30<sup>th</sup> September 2016), activities were fully compliant with the TMSS, except on 30<sup>th</sup> September 2016 a non-material breach occurred, where the maximum percentage of funds held in Money Market Funds was breached. The percentage held in Monday Market Funds was 51% as opposed to a limit of 50%. The breach was due to last minute changes in the amount paid to Viridor Laing (Greater Manchester) Ltd (VLGM). In accordance with agreed procedures the breach was advised to all Members as soon as possible by e-mail.

RESOLVED: That the Authority:

- a) notes the report; and
- b) approves the revised prudential indicators contained in the report.

**M52 Appointment of External Auditor for the Financial Year 2017/18**

Members considered the report of the Deputy Treasurer that asked the Authority to agree to the appointment of Grant Thornton as the external auditors to the Authority for the 2017/18 financial year.

It was explained that the Local Audit and Accountability Act 2014, at Section 7, stated that a 'relevant authority must appoint a local auditor to audit its accounts for a financial year not later than 31<sup>st</sup> December in the preceding financial year.' It was noted that the current external audit contracts had been organised by the Audit Commission (AC) prior to its closure and the option to extend for a further year (2017/18) had been agreed by its successor body Public Sector Audit Appointments (PSAA) following a determination by the Secretary of State for Communities and Local Government. That was set out in Appendix 1 of the report.

A Member asked how much the audit fee would be in light of the Contract work being undertaken. Members were reassured the fee would remain the same. However, there could be extra internal audit costs as the team would be used to test the robustness of business cases.

A Member asked if Grant Thornton was best value for money. It was explained that the price was competitive as it was organised through the AC in 2012/13 and the fee had not changed.

RESOLVED: That the Authority agrees to the appointment of Grant Thornton as the external auditors to the Authority for the 2017/18 financial year.

**M53 Risk Management Policy and Procedures**

The Authority considered the joint Officers' report that sought the view and approval of the Authority upon a new policy in relation to the Authority's Risk Management Policy and Procedures.

It was advised that in accordance with the Authority's Constitution all new policies must be approved by the Authority. Following an Internal Audit it was recommended that the Authority should put in place a new policy for Risk Management, and therefore, a draft policy was provided at Appendix A of the report for consideration. It was reported that as this was a new Policy it required Authority approval. However, it had already been reviewed by the Resources Committee on 20<sup>th</sup> September 2016, and scrutinised by the Audit & Standards Committee on 2<sup>nd</sup> November 2016, both of which recommended that the Authority approved the policy.

RESOLVED: That the Authority approves the Risk Management Policy and Procedures at Appendix A of the report.

#### **M54 Budget 2017/18 and Beyond**

Consideration was given to the joint Officers' report that provided the Authority with information about the final District projections of tonnages for the 2017/18 financial year (as provided under the Inter Authority Agreement (IAA)), and also set out the impact of those on the proposed Levy for the 2017/18 financial year.

It was explained that the report was anticipated on the agenda, but had been provided as a supplemental paper subsequent to the despatch of the full agenda. It was advised that this was necessary to allow District tonnages to be included. The process of providing those District tonnage numbers, and validation/challenge by the Authority's Officers, only having been concluded on the 9<sup>th</sup> December 2016 (which in itself was in advance of the 15<sup>th</sup> December 2016 tonnage target date provided for under the IAA).

The Treasurer & Deputy Clerk introduced the item and led Members through the report. Particular attention was given to paragraph 3.1 of the report and highlighted as good news was that Districts in 2017/18 believed they would achieve a local recycling level in excess of 50% for the first time.

The Treasurer & Deputy Clerk also drew Members attention to paragraph 5.2 of the report and explained that should Trafford Council approve the proposal for charging for green waste collection then the overall recycling figure would be 51.8%. However, should the proposal be rejected then the overall recycling level would be over 52%.

It was reported that the combined District and Household Waste Recycling Centre (HWRC) tonnages were the key driver to the Unitary Charge and assumptions were available for Members in the closed Contract Update report. The report set out that it was estimated there was a need for a District average of 5.27% Levy increase in 2017/18.

RESOLVED: That the Authority notes:

- a) the continued improvement in District recycling performance levels, and that for 2017/18 overall recycling levels will exceed 50%, for the first time;
- b) that significant work remains to be done on recycling to ensure that our citizens continue to improve recycling performance further, so we can meet our overall target of reaching 60% recycling by 2025;
- c) the anticipated increase in waste levels dealt with at HWRCs to a projected 328k tonne throughput in 2017/18. That level represents a 64% increase over the lowest level of arisings dealt with (of around 200k tpa during the 2011/12 and 2012/13 financial years); and
- d) the potential need for a District average 5.27% Levy increase in 2017/18.

#### **M55 Open Minutes & Reports for Consideration/Noting**

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

RESOLVED: That the information be noted.

#### **M56 Exclusion of Press and Public**

RESOLVED: That, in accordance with Section 100(4) of the Local Government Act 1972, the public and press are 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(s) of Part 1 of Schedule 12A of the Act.

It would not be, on balance, in the public interest to disclose this information to the public and press for the reasons indicated within the report(s).

#### **M57 Recycling & Waste Management Contract (the Contract) Update**

Prior to consideration of the item, the Solicitor to the Authority advised Members and Officers that the report contained material that was of the utmost commercial sensitivity and was subject to Legal Professional Privilege. Any disclosure of the information might seriously impact upon the Authority's commercial standing and/or legal position in taking forward the actions, discussions and proposals contained within the reports. In light of the advice, all those present at the meeting were requested to complete a Confidentiality and Insider Declaration form.

The Authority considered the joint Officers' report that provided the second quarter update for the 2016/17 Contract year on performance of the Contract, set out progress in relation to the development of savings options, and provided commercially sensitive information on the budget and Levy allocation to constituent Districts in support of a complementary open report.

Alongside the report, Members considered the supplementary report that set out additional information, which was not available at the time the agenda was dispatched. The report also recommended that the main report's existing recommendation c) was replaced and additional recommendations i) and j) be added.

The Clerk to the Authority introduced the item and explained that it was evident from the presentation provided to the Authority at its last meeting on 2<sup>nd</sup> December 2016, and the substantive and supplementary reports provided at today's meeting, there was a significant amount of Contract work taking place, that was developing almost on a daily basis. The reports provided today consolidated all information and Members needed to be comfortable about making decisions moving forward. In addition to Authority Officers, Mike Mousdale from the Authority's legal advisers was available to provide advice on the proposed approaches. It was agreed that a Special meeting of the Authority would be organised in late January 2017/early February 2017, so as to enable further decisions to be made on the way forward and hence inform the setting of an appropriate budget and Levy at the 10<sup>th</sup> February 2017 full Authority meeting.

Officers and Advisers led Members through the report and Members sought clarification on a number of commercially sensitive areas.

A discussion took place about Section 17 of the report (Governance Arrangements). Members agreed that Special Authority meetings would be arranged rather than establishing a Special

Purposes Committee for the remainder of the Municipal Year. Members also requested that the GMCA add the Vice-Chair to the membership of the Executive Board. Members agreed that the arrangement would take immediate effect and required further consideration of arrangements at the March 2017 Authority meeting for the 2017/18 Municipal Year.

In terms of the Inter Authority Agreement (IAA), it was reported that it was a work in progress subject to further consultations with the Chief Executive's and Leaders. Following final development, the IAA would then be considered at the Special Authority meeting in January/February 2017 in advance of the Authority's budget setting meeting on 10<sup>th</sup> February 2017.

It was also agreed that Members would be issued with a briefing note following every Authority meeting that could be shared with colleagues. However, Members were reminded to be mindful of confidentiality and Legal Professional Privilege.

RESOLVED: That the Authority:

- a) notes the submission of a supplementary report which sets out further recommendations;
- b) agrees the conclusion set out in paragraph 6.4 of the report;
- c) agrees the strategies set out in Section 7 of the original report and Section 3 of the supplementary report along with the commissioning of Amec Foster Wheeler to carry out detailed design work;
- d) as recommended by the Audit & Standards Committee on 2<sup>nd</sup> November 2016, adopts the revised indicators as set out in Appendix H of the report;
- e) approves, subject to concluding agreement on appropriate cost reimbursement sums, use of Transport for Greater Manchester (TfGM) to provide procurement, project management, financial and legal assistance (under Regulation 12 exemption), as set out in paragraph 16.3 of the report;
- f) agree the creation of the initial additional Authority posts, and funding sources, as set out in paragraph 16.4 of the report and ensure that it is kept under continual review;
- g) adopt the proposed governance arrangements as set out in Section 17 of the report, subject to establishing Special Authority meetings rather than Special Purposes Committee for the current Municipal Year, requests that the GMCA add the Vice-Chair to the membership of the Executive Board, agrees that the arrangement take immediate effect and requires further consideration of arrangements at the March 2017 Authority meeting for the 2017/18 Municipal Year;
- h) agrees to hold a Special meeting of the Authority in late January 2017/early February 2017, so as to enable further decisions to be made on the way forward and hence inform the setting of an appropriate budget and Levy at the 10<sup>th</sup> February 2017 full Authority meeting; and
- i) endorses the principles for a way forward for the IAA as set out in paragraph 4.2 of the supplementary report; and

- j) notes the current position with the Department for Environment, Food & Rural Affairs (Defra), as set out in Section 5 of the supplementary report.

The meeting opened at 4.38 pm and closed at 6.08 pm.

GMWDA