



MERSEYSIDE WASTE DISPOSAL AUTHORITY

## FORWARD PLAN

**Publication Date: May 2011**

### Introduction

In accordance with the Local Government Act 2000, the Authority publishes a “Forward Plan” of “Key Decisions”.

The Forward Plan is published on a six weekly basis to match the Authority’s meeting cycle and covers key issues to be dealt with in the subsequent three months. It is a publicly available document and its purpose is to reinforce the openness and accountability of the Authority’s decision-making process.

The Plan seeks to anticipate the issues that will be the subject of a Key Decision during that period. For each item the Plan includes:

- The item’s title and a short description of the decision being sought.
- An indication of who will be making the decision.
- The Scrutiny arrangements for the decision.
- An indication of when the decision is expected to be made. This may be a specific date i.e. the date of a meeting, or a period during which the decision is likely to be made.
- A list of Supporting Papers. These will be documents which the decision-maker(s) will consider or take into account when making the decision.
- An indication of what consultation will take place on the item which is the subject of the proposed decision. This will include an indication as to who will be consulted (i.e. principal groups and organisations) and how that consultation will be conducted.
- An indication of how and to whom representations should be made on the item.

Within the Plan, the items are listed in the chronological order in which it is anticipated that the decisions will be made.

The decision in respect of each key decision is recorded in the minutes for the relevant meeting which are approved at the subsequent meeting of the Authority and are open for inspection at the Authority Offices and on the Authority's web site.

## **Definition of a Key Decision**

The definition of a Key Decision is set out in the Authority's Constitution. It is as follows:-

*A key decision is an executive decision:-*

- 1. incurring expenditure or making savings in excess of £250,000, unless the specific expenditure or saving has previously been agreed by the Authority, or*
- 2. Is, in the view of the Director, in consultation with the lead Member significant in terms of its effects on communities living or working in Merseyside*

*A decision will be considered financially significant if:-*

- a) in the case of revenue expenditure, it results in incurring expenditure or making savings of £250,000 or greater;*
- b) in the case of capital expenditure, the capital expenditure/savings are in excess of £1 Million.*

*unless the specific expenditure or savings have previously been agreed by the Authority or have been taken in line with the Authority's Financial Management Policy.*

*In determining whether a decision is significant in terms of its effect on communities, the Director and lead Member will give consideration to:-*

- a) the number of residents/service users/District Council areas that will be affected;*
- b) whether the impact is short term, long term or permanent;*
- c) the impact on the community in terms of the economic, social and environmental well-being.*

## **Decision-Makers**

Key Decisions will be made by the Authority or its committees where relevant powers have been delegated. A report will be submitted to the relevant meeting on each key

decision, and Members will also consider, where necessary, any report which has been 'called-in' under the Authority's scrutiny arrangements.

## **Consultation**

The Director, in taking decisions under delegated powers, will consult with the relevant Authority Members and other key stakeholders, in accordance with those identified in the Forward Plan.

## **Authority Meetings**

The Authority will meet formally approximately every six weeks. Meeting dates are published on the web site [www.merseysidewda.gov.uk](http://www.merseysidewda.gov.uk). Each Authority meeting will be in two parts. The first part of the meeting will consider the Key Decisions contained in the Forward Plan, and any other matters determined by the Chairman. The second part of the meeting will be made available for any scrutiny discussions.

The current schedule of meetings is as follows:

24th June 2011 (AGM and ordinary meeting)  
23rd September 2011  
18th November 2011  
3rd February 2012 (Budget and ordinary meeting)  
13th April 2012

## **Scrutiny Arrangements**

Two Members of the Authority may request that the Chairman place a delegated decision matter on the Agenda of an Authority regular meeting as a 'scrutiny item'.

## **Information Reports**

The Authority will periodically publish information reports about its Policies, Strategies and Performance on the web site [www.merseysidewda.gov.uk](http://www.merseysidewda.gov.uk)

## **Contacts**

If you have any queries or comments regarding the contents or format of this document please direct them to Mandy Valentine (Corporate Services Manager) on 0151-255-1444 or by e-mail at [enquiries@merseysidewda.gov.uk](mailto:enquiries@merseysidewda.gov.uk)

**AUTHORITY MEMBERSHIP 2010/2011**

| <b>COUNCILLOR</b>                      | <b>Portfolio Area</b>  | <b>Address and Contact Details</b>   |
|--|--|--|
| K Cluskey<br>(Chairperson)<br>(Sefton) | <ul style="list-style-type: none"> <li>• Procurement</li> <li>• Scrutiny</li> <li>• Public Consultation</li> <li>• MWHL Board Member</li> <li>• NWEO Representative</li> <li>• Liverpool City Region &amp; Waste Board</li> <li>• Sefton Borough Partnership Strategic Board.</li> <li>• RRC Procurement Scrutiny Panel</li> </ul> | 39 Kent Avenue<br>Litherland<br>Liverpool<br>L21 7QJ<br>Tel: 0151 920 3704<br>Email:<br><a href="mailto:kevin.cluskey@sefton.gov.uk">kevin.cluskey@sefton.gov.uk</a>                   |
| T Anderson<br>(Wirral)                 | <ul style="list-style-type: none"> <li>• Scrutiny</li> <li>• Public Consultation</li> </ul>  | 40 Broxton Avenue<br>Prenton<br>Birkenhead<br>Wirral<br>CH43 0SU<br>Tel: 0151 608 1899<br>Email:<br><a href="mailto:tomanderson@wirral.gov.uk">tomanderson@wirral.gov.uk</a>           |
| T Moore<br>(Liverpool)                 | <ul style="list-style-type: none"> <li>• Scrutiny</li> <li>• Public Consultation</li> <li>• Appeals Committee</li> <li>• Audit &amp; Governance Committee</li> </ul>   | 3 Southampton Drive<br>Cressington Heath<br>Liverpool<br>L19 2HE<br>Tel: 07881 521 269<br>Email:<br><a href="mailto:timothy.moore@liverpool.gov.uk">timothy.moore@liverpool.gov.uk</a> |
| A Brighouse<br>(Wirral)                | <ul style="list-style-type: none"> <li>• Bidston Methane</li> <li>• Scrutiny</li> <li>• Public Consultation</li> <li>• Appeals Committee</li> <li>• Audit &amp; Governance Committee</li> <li>• RRC Procurement Scrutiny Panel</li> </ul>  | 31 Grosvenor Road<br>Oxtou<br>Birkenhead<br>Wirral<br>CH43 1TJ<br>Tel: 0151 652 6041<br>Email:<br><a href="mailto:alanbrighouse@wirral.gov.uk">alanbrighouse@wirral.gov.uk</a>         |

|  |   |   |
|--|---|---|
| G Morgan<br>(Deputy Chair)<br>(Knowsley) | <ul style="list-style-type: none"> <li>• Scrutiny</li> <li>• Public Consultation</li> <li>• Appeals Committee</li> <li>• Audit &amp; Governance Committee</li> </ul>            | 24 Malvern Avenue<br>Huyton<br>Knowsley<br>L14 6TS<br>Tel: 0151 489 5292<br>Email:<br><a href="mailto:graham.morgan@knowsley.gov.uk">graham.morgan@knowsley.gov.uk</a>                                    |
| T Concepcion<br>(Liverpool)              | <ul style="list-style-type: none"> <li>• Scrutiny</li> <li>• Public Consultation</li> <li>• RRC Procurement Scrutiny Panel</li> </ul>   | 24 Woodbourne Road<br>Liverpool<br>L14 2DA<br>Tel: 078742 16868<br>Email:<br><a href="mailto:tony.concepcion@liverpool.gov.uk">tony.concepcion@liverpool.gov.uk</a>                                       |
| T Hargreaves<br>(St Helens)              | <ul style="list-style-type: none"> <li>• Scrutiny</li> <li>• Public Consultation</li> <li>• Procurement</li> <li>• Finance</li> <li>• RRC Procurement Scrutiny Panel</li> </ul> | 3 Abbots Hall Avenue<br>Clock Face<br>St. Helens<br>WA9 4UX<br>Tel: 01744 678 915<br>Mobile: 0789 4305191<br>Email:<br><a href="mailto:cllrhargreaves@sthelens.gov.uk">cllrhargreaves@sthelens.gov.uk</a> |

|                             |                           |  |
|-----------------------------|---------------------------|--|
| Carl Beer<br>Director       | Various delegated matters | 6th Floor, North House<br>17 North John Street<br>Liverpool L2 5QY<br>Tel: 0151 255 1444<br>Email:<br><a href="mailto:carlbeer@merseysidewda.gov.uk">carlbeer@merseysidewda.gov.uk</a>                         |
| Peter Williams<br>Treasurer | Various delegated matters | 6 <sup>th</sup> Floor, North House<br>17 North John Street<br>Liverpool L2 5QY<br>Tel: 0151 255 1444<br>Email:<br><a href="mailto:Peter.williams@merseysidewda.gov.uk">Peter.williams@merseysidewda.gov.uk</a> |

|  |                           |  |
|--|---------------------------|--|
| Mandy Valentine<br>Clerk to the<br>Authority | Various delegated matters | 6th Floor, North House<br>17 North John Street<br>Liverpool L2 5QY<br>Tel: 0151 255 1444<br>Email:<br><a href="mailto:mandy.valentine@merseysidewda.gov.uk">mandy.valentine@merseysidewda.gov.uk</a> |
| Neil Ferris<br>Monitoring<br>Officer         | Various delegated matters | 6th Floor, North House<br>17 North John Street<br>Liverpool L2 5QY<br>Tel: 0151 255 1444<br>Email:<br><a href="mailto:neil.ferris@merseysidewda.gov.uk">neil.ferris@merseysidewda.gov.uk</a>         |

## CONTENTS

| <b>Item</b>  | <b>Ref No.</b> | <b>Portfolio Area</b> | <b>Decision Date</b> | <b>Lead Officer</b> |
|--|----------------|-----------------------|----------------------|---------------------|
| Redundancy & Retirement Policy                                 | K12-11         | Governance            | 24/06/2011           | Paula Pocock        |
| Scheme of Delegations and Procedural Rules                     | K05-11         | Governance            | 24/06/2011           | Mandy Valentine     |
| Appointment of Committees and Representation on Other Bodies   | K06-11         | Governance            | 24/06/2011           | Mandy Valentine     |
| Questions on the Discharge of Functions                        | K07-11         | Governance            | 24/06/2011           | Mandy Valentine     |
| Code of Corporate Governance and Statement of Internal Control | K08-11         | Governance            | 24/06/2011           | Mandy Valentine     |
| Accounts & Audit Regulations 2011                              | K17-11         | Governance            | 24/06/2011           | Peter Williams      |
| External Audit Fee 2011-12                                     | K18-11         | Finance               | 24/06/2011           | Peter Williams      |
| Performance Report Q4 2010/11                                  | K19-11         | Governance            | 24/06/2011           | Mandy Valentine     |
| Anti-Fraud & corruption strategy                               | K20-11         | Finance               | 24/06/2011           | Peter Williams      |
| Recycling Credits Review                                       | K21-11         | Strategy              | 24/06/2011           | Barbara Jones       |
| RRC Timetable  | K22-11         | Governance            | 24/06/2011           | Carl Beer           |

## MERSEYSIDE WASTE DISPOSAL AUTHORITY

### KEY DECISION SHEET

|  |  |                         |                               |  |
|--|--|-------------------------|-------------------------------|--|
| <b>Item for consideration</b>                        | <b>Redundancy &amp; Retirement Policy</b>  |                         |                               |  |
| <b>File Reference</b>                                | <b>K12-11</b>  |                         |                               |  |
| <b>Is the report likely to be private or public?</b> | Public   |                         |                               |  |
| <b>Decision Maker</b>                                | <b>Full Authority</b>  |                         |                               |  |
| <b>Key Decision Criteria</b>                         | <b>Financial</b>   | <b>Community Impact</b> | <b>Other – please specify</b> |  |
| <b>Reason for meeting Key Decision Criteria</b>      | The ensure the Authority has a Redundancy Policy which outlines the protocol and procedure should a redundancy situation arise   |                         |                               |  |
| <b>Scrutiny area</b>                                 | <b>Governance</b>  |                         |                               |  |
| <b>Date for decision</b>                             | 24 <sup>th</sup> June, 2011  |                         |                               |  |
| <b>List of Background Papers for consideration</b>   | Redundancy and Retirement Policy   |                         |                               |  |
| <b>Risk Management Implications</b>                  | Failure to have a formal redundancy process may leave the Authority open to challenge in relation to fairness and consistency in its approach any redundancy selection criteria. |                         |                               |  |
| <b>Prior consultation</b>                            | None   |                         |                               |  |
| <b>Representations</b>                               | In writing to Paula Pocock or by email to <a href="mailto:Paula.Pocock@merseysidewda.gov.uk">Paula.Pocock@merseysidewda.gov.uk</a>   |                         |                               |  |



## MERSEYSIDE WASTE DISPOSAL AUTHORITY

### KEY DECISION SHEET

|  |   |                         |                               |  |
|--|---|-------------------------|-------------------------------|--|
| <b>Item for consideration</b>                        | <b>Scheme of Delegations and Procedural Rules</b>   |                         |                               |  |
| <b>File Reference</b>                                | <b>K05-11</b>   |                         |                               |  |
| <b>Is the report likely to be private or public?</b> | Public  |                         |                               |  |
| <b>Decision Maker</b>                                | <b>Full Authority</b>   |                         |                               |  |
| <b>Key Decision Criteria</b>                         | <b>Financial</b>  | <b>Community Impact</b> | <b>Other – please specify</b> |  |
| <b>Reason for meeting Key Decision Criteria</b>      | Scheme of Delegation and Procedural Rules reviewed and adopted each year at the Authority's Annual meeting.                                 |                         |                               |  |
| <b>Scrutiny area</b>                                 | <b>Governance</b>   |                         |                               |  |
| <b>Date for decision</b>                             | 24 <sup>th</sup> June, 2011   |                         |                               |  |
| <b>List of Background Papers for consideration</b>   | None  |                         |                               |  |
| <b>Risk Management Implications</b>                  | Good corporate governance to review the scheme of delegations on a regular basis.   |                         |                               |  |
| <b>Prior consultation</b>                            | None  |                         |                               |  |
| <b>Representations</b>                               | In writing to Mandy Valentine or by email to <a href="mailto:mandy.valentine@merseysidewda.gov.uk">mandy.valentine@merseysidewda.gov.uk</a> |                         |                               |  |

**MERSEYSIDE WASTE DISPOSAL AUTHORITY**

**KEY DECISION SHEET**

|  |   |                         |                               |  |
|--|---|-------------------------|-------------------------------|--|
| <b>Item for consideration</b>                        | <b>Appointment of Committees and Representation on Other Bodies</b>   |                         |                               |  |
| <b>File Reference</b>                                | <b>K06-11</b>   |                         |                               |  |
| <b>Is the report likely to be private or public?</b> | Public  |                         |                               |  |
| <b>Decision Maker</b>                                | <b>Full Authority</b>   |                         |                               |  |
| <b>Key Decision Criteria</b>                         | <b>Financial</b>  | <b>Community Impact</b> | <b>Other – please specify</b> |  |
| <b>Reason for meeting Key Decision Criteria</b>      | Corporate Governance Requirement. Changes in MWDA membership following District Council AGM's require the Authority to review membership of committees and representations. |                         |                               |  |
| <b>Scrutiny area</b>                                 | <b>Governance</b>   |                         |                               |  |
| <b>Date for decision</b>                             | 24 <sup>th</sup> June, 2011   |                         |                               |  |
| <b>List of Background Papers for consideration</b>   | None  |                         |                               |  |
| <b>Risk Management Implications</b>                  | Good corporate governance to effectively delegate responsibility to Lead members and committees and to identify appropriate levels of representation on other bodies        |                         |                               |  |
| <b>Prior consultation</b>                            | N/A   |                         |                               |  |
| <b>Representations</b>                               | In writing to Mandy Valentine or by email to <a href="mailto:mandy.valentine@merseysidewda.gov.uk">mandy.valentine@merseysidewda.gov.uk</a>                                 |                         |                               |  |

## MERSEYSIDE WASTE DISPOSAL AUTHORITY

### KEY DECISION SHEET

|  |   |                         |                               |  |
|--|---|-------------------------|-------------------------------|--|
| <b>Item for consideration</b>                        | <b>Questions on the Discharge of Functions</b>  |                         |                               |  |
| <b>File Reference</b>                                | <b>K07-11</b>   |                         |                               |  |
| <b>Is the report likely to be private or public?</b> | Public  |                         |                               |  |
| <b>Decision Maker</b>                                | <b>Full Authority</b>   |                         |                               |  |
| <b>Key Decision Criteria</b>                         | <b>Financial</b>  | <b>Community Impact</b> | <b>Other – please specify</b> |  |
| <b>Reason for meeting Key Decision Criteria</b>      | Governance Requirement. Changes in MWDA membership following District Council AGM's require the Authority to review who will be nominated to answer questions at each of the District Council's own proceedings on behalf of the Authority. |                         |                               |  |
| <b>Scrutiny area</b>                                 | <b>Governance</b>   |                         |                               |  |
| <b>Date for decision</b>                             | 24 <sup>th</sup> June, 2011   |                         |                               |  |
| <b>List of Background Papers for consideration</b>   | None  |                         |                               |  |
| <b>Risk Management Implications</b>                  | Risks inconsistencies if single Member from each District Council is not identified for direct questions regarding the Authority's activities.  |                         |                               |  |
| <b>Prior consultation</b>                            | N/A   |                         |                               |  |
| <b>Representations</b>                               | In writing to Mandy Valentine or by email to <a href="mailto:mandy.valentine@merseysidewda.gov.uk">mandy.valentine@merseysidewda.gov.uk</a>   |                         |                               |  |

**MERSEYSIDE WASTE DISPOSAL AUTHORITY**

**KEY DECISION SHEET**

|  |   |                         |                               |  |
|--|---|-------------------------|-------------------------------|--|
| <b>Item for consideration</b>                        | <b>Code of Corporate Governance and Statement of Internal Control</b>   |                         |                               |  |
| <b>File Reference</b>                                | <b>K08-11</b>   |                         |                               |  |
| <b>Is the report likely to be private or public?</b> | Public  |                         |                               |  |
| <b>Decision Maker</b>                                | <b>Full Authority</b>   |                         |                               |  |
| <b>Key Decision Criteria</b>                         | <b>Financial</b>  | <b>Community Impact</b> | <b>Other – please specify</b> |  |
| <b>Reason for meeting Key Decision Criteria</b>      | To agree the Statement of Internal Control as part of the annual Code of Corporate Governance review.   |                         |                               |  |
| <b>Scrutiny area</b>                                 | <b>Governance</b>   |                         |                               |  |
| <b>Date for decision</b>                             | 24 <sup>th</sup> June, 2011   |                         |                               |  |
| <b>List of Background Papers for consideration</b>   | None  |                         |                               |  |
| <b>Risk Management Implications</b>                  | Failure to review corporate governance and internal control arrangements is a statutory requirement and may lead to weaknesses in the direction and control of the Authority's functions. |                         |                               |  |
| <b>Prior consultation</b>                            | Primary Assurance Group   |                         |                               |  |
| <b>Representations</b>                               | In writing to Mandy Valentine or by email to <a href="mailto:mandy.valentine@merseysidewda.gov.uk">mandy.valentine@merseysidewda.gov.uk</a>   |                         |                               |  |

**MERSEYSIDE WASTE DISPOSAL AUTHORITY**

**KEY DECISION SHEET**

|  |  |                         |                               |  |
|--|--|-------------------------|-------------------------------|--|
| <b>Item for consideration</b>                        | <b>Accounts and audit Regulations 2011</b>   |                         |                               |  |
| <b>File Reference</b>                                | <b>K17-11</b>  |                         |                               |  |
| <b>Is the report likely to be private or public?</b> | Public   |                         |                               |  |
| <b>Decision Maker</b>                                | <b>Full Authority</b>  |                         |                               |  |
| <b>Key Decision Criteria</b>                         | <b>Financial</b><br><br>✓  | <b>Community Impact</b> | <b>Other – please specify</b> |  |
| <b>Reason for meeting Key Decision Criteria</b>      | To inform Members of a change to the statutory process for approving the Authority's Statement of accounts                               |                         |                               |  |
| <b>Scrutiny area</b>                                 | Finance  |                         |                               |  |
| <b>Date for decision</b>                             | 24th June 2011   |                         |                               |  |
| <b>List of Background Papers for consideration</b>   | None   |                         |                               |  |
| <b>Risk Management Implications</b>                  | The approval of the accounts is a statutory process that the Authority must comply with  |                         |                               |  |
| <b>Prior consultation</b>                            |  |                         |                               |  |
| <b>Representations</b>                               | In writing to Peter Williams or by email to <a href="mailto:peter.williams@merseysidewda.gov.uk">peter.williams@merseysidewda.gov.uk</a> |                         |                               |  |

**MERSEYSIDE WASTE DISPOSAL AUTHORITY**

**KEY DECISION SHEET**

|  |  |                         |                               |  |
|--|--|-------------------------|-------------------------------|--|
| <b>Item for consideration</b>                        | <b>External Audit Fee 2011-2012</b>  |                         |                               |  |
| <b>File Reference</b>                                | <b>K18-11</b>  |                         |                               |  |
| <b>Is the report likely to be private or public?</b> | Public   |                         |                               |  |
| <b>Decision Maker</b>                                | <b>Full Authority</b>  |                         |                               |  |
| <b>Key Decision Criteria</b>                         | <b>Financial</b><br>*  | <b>Community Impact</b> | <b>Other – please specify</b> |  |
| <b>Reason for meeting Key Decision Criteria</b>      | The audit fee needs to be approved by those charged with governance – those people are the Members of the Authority                      |                         |                               |  |
| <b>Scrutiny area</b>                                 | <b>Finance</b>   |                         |                               |  |
| <b>Date for decision</b>                             | 24 <sup>th</sup> June, 2011  |                         |                               |  |
| <b>List of Background Papers for consideration</b>   | n/a  |                         |                               |  |
| <b>Risk Management Implications</b>                  | Statutory duty to approve  |                         |                               |  |
| <b>Prior consultation</b>                            | n/a  |                         |                               |  |
| <b>Representations</b>                               | In writing to Peter Williams or by email to <a href="mailto:peter.williams@merseysidewda.gov.uk">peter.williams@merseysidewda.gov.uk</a> |                         |                               |  |

**MERSEYSIDE WASTE DISPOSAL AUTHORITY**

**KEY DECISION SHEET**

|  |   |                         |                               |                    |
|--|---|-------------------------|-------------------------------|--------------------|
| <b>Item for consideration</b>                        | <b>Performance Report</b>   |                         |                               |                    |
| <b>File Reference</b>                                | <b>K19-11</b>   |                         |                               |                    |
| <b>Is the report likely to be private or public?</b> | Public  |                         |                               |                    |
| <b>Decision Maker</b>                                | <b>Full Authority</b>   |                         |                               |                    |
| <b>Key Decision Criteria</b>                         | <b>Financial</b>  | <b>Community Impact</b> | <b>Other – please specify</b> | <b>Performance</b> |
| <b>Reason for meeting Key Decision Criteria</b>      | Authority Members consider the report on performance and determine, where relevant, the actions required to improve performance             |                         |                               |                    |
| <b>Scrutiny area</b>                                 | <b>Governance</b>   |                         |                               |                    |
| <b>Date for decision</b>                             | 24 <sup>th</sup> June, 2011   |                         |                               |                    |
| <b>List of Background Papers for consideration</b>   | None  |                         |                               |                    |
| <b>Risk Management Implications</b>                  | Failure to reach performance targets  |                         |                               |                    |
| <b>Prior consultation</b>                            |   |                         |                               |                    |
| <b>Representations</b>                               | In writing to Mandy Valentine or by email to <a href="mailto:Mandy.Valentine@merseysidewda.gov.uk">Mandy.Valentine@merseysidewda.gov.uk</a> |                         |                               |                    |

## MERSEYSIDE WASTE DISPOSAL AUTHORITY

### KEY DECISION SHEET

|  |  |                         |                               |  |
|--|--|-------------------------|-------------------------------|--|
| <b>Item for consideration</b>                        | <b>Anti Fraud &amp; Corruption Strategy</b>  |                         |                               |  |
| <b>File Reference</b>                                | <b>K20-11</b>  |                         |                               |  |
| <b>Is the report likely to be private or public?</b> | Public   |                         |                               |  |
| <b>Decision Maker</b>                                | <b>Full Authority</b>  |                         |                               |  |
| <b>Key Decision Criteria</b>                         | <b>Financial</b><br>✓  | <b>Community Impact</b> | <b>Other – please specify</b> |  |
| <b>Reason for meeting Key Decision Criteria</b>      | The anti fraud and corruption strategy needs to be approved by the Authority   |                         |                               |  |
| <b>Scrutiny area</b>                                 | <b>Finance</b>   |                         |                               |  |
| <b>Date for decision</b>                             | 24 <sup>th</sup> June, 2011  |                         |                               |  |
| <b>List of Background Papers for consideration</b>   | None   |                         |                               |  |
| <b>Risk Management Implications</b>                  | The risk of fraud and corruption increases if the strategy is not reviewed and updated regularly   |                         |                               |  |
| <b>Prior consultation</b>                            |  |                         |                               |  |
| <b>Representations</b>                               | In writing to Peter Williams or by email to <a href="mailto:Peter.Williams@merseysidewda.gov.uk">Peter.Williams@merseysidewda.gov.uk</a> |                         |                               |  |



**MERSEYSIDE WASTE DISPOSAL AUTHORITY**

**KEY DECISION SHEET**

|  |   |                              |                               |  |
|--|---|------------------------------|-------------------------------|--|
| <b>Item for consideration</b>                        | <b>Review of Recycling Credits for Textiles</b>   |                              |                               |  |
| <b>File Reference</b>                                | <b>K21-11</b>   |                              |                               |  |
| <b>Is the report likely to be private or public?</b> | Public  |                              |                               |  |
| <b>Decision Maker</b>                                | <b>Full Authority</b>   |                              |                               |  |
| <b>Key Decision Criteria</b>                         | <b>Financial</b><br>✓   | <b>Community Impact</b><br>✓ | <b>Other – please specify</b> |  |
| <b>Reason for meeting Key Decision Criteria</b>      | To consider Recycling credits payments made for textiles to incentivise recycling and re-use.   |                              |                               |  |
| <b>Scrutiny area</b>                                 | Strategy/Governance   |                              |                               |  |
| <b>Date for decision</b>                             | 24th June 2011  |                              |                               |  |
| <b>List of Background Papers for consideration</b>   | Textile Recycling Report  |                              |                               |  |
| <b>Risk Management Implications</b>                  | Failure to divert textiles from residual bin.<br>Failure to engage with charities and other organisations handling textiles within the Merseyside area. |                              |                               |  |
| <b>Prior consultation</b>                            | N/A   |                              |                               |  |
| <b>Representations</b>                               | In writing to or by email to Barbara Jones<br><a href="mailto:barbara.jones@merseysidewda.gov.uk">barbara.jones@merseysidewda.gov.uk</a>                |                              |                               |  |

**MERSEYSIDE WASTE DISPOSAL AUTHORITY**

**KEY DECISION SHEET**

|  |  |                         |                               |  |
|--|--|-------------------------|-------------------------------|--|
| <b>Item for consideration</b>                        | <b>RRC Timetable</b>   |                         |                               |  |
| <b>File Reference</b>                                | <b>K22-11</b>  |                         |                               |  |
| <b>Is the report likely to be private or public?</b> | PRIVATE  |                         |                               |  |
| <b>Decision Maker</b>                                | <b>Full Authority</b>  |                         |                               |  |
| <b>Key Decision Criteria</b>                         | <b>Financial</b><br><br>Y  | <b>Community Impact</b> | <b>Other – please specify</b> |  |
| <b>Reason for meeting Key Decision Criteria</b>      | To determine expected date of Call for Final Tenders (CFT) in the RRC Procurement and subsequent delivery of contract.     |                         |                               |  |
| <b>Scrutiny area</b>                                 | <b>Procurement</b>   |                         |                               |  |
| <b>Date for decision</b>                             | 24 <sup>th</sup> June, 2011  |                         |                               |  |
| <b>List of Background Papers for consideration</b>   |  |                         |                               |  |
| <b>Risk Management Implications</b>                  | Timing of CFT critical to managing the risk of either premature CFT or delay to overall RRC procurement delivery timetable |                         |                               |  |
| <b>Prior consultation</b>                            |  |                         |                               |  |
| <b>Representations</b>                               | In writing to Carl Beer or by email to <a href="mailto:CarlBeer@merseysidewda.gov.uk">CarlBeer@merseysidewda.gov.uk</a>    |                         |                               |  |