



MERSEYSIDE WASTE DISPOSAL AUTHORITY

## **FORWARD PLAN**

**Publication Date: April 2026**

### **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:-*

- (i) incurring expenditure or making savings which are financially significant, unless the specific expenditure or saving has previously been agreed by the Authority; or*
- (ii) which, in the view of the Chief Executive, in consultation with the Chair, is significant in terms of its effect 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 Chief Executive 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 Chief Executive, 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 Chair. The second part of the meeting will be made available for any scrutiny discussions.

The current schedule of meetings is as follows:

24<sup>th</sup> April 2026

## **Scrutiny Arrangements**

Two Members of the Authority may request that the Chair 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 Paula Pocock (Clerk to the Authority) on 0151-255-1444 or by e-mail at [enquiries@merseysidewda.gov.uk](mailto:enquiries@merseysidewda.gov.uk)

## AUTHORITY MEMBERSHIP 2025/26

| COUNCILLOR                          | Responsibilities  | Address and Contact Details  |
|-------------------------------------|---|--|
| Peter Norris<br>(Liverpool)         | <ul style="list-style-type: none"> <li>• Investigating and Disciplinary Committee</li> <li>• Mersey Waste Holdings Ltd Board</li> <li>• Procurement Project Board</li> </ul>      | Labour Group Office<br>Cunard Building<br>Water Street<br>Liverpool<br>L1 3AH<br>Email: <a href="mailto:peter.norris@liverpool.gov.uk">peter.norris@liverpool.gov.uk</a>   |
| Louise Luxon-Kewley (Wirral)        | <ul style="list-style-type: none"> <li>• Forward Planning Members Panel</li> </ul>  | Email: <a href="mailto:louiseluxonkewley@wirral.gov.uk">louiseluxonkewley@wirral.gov.uk</a>  |
| Colin Baldwin (Wirral)              | <ul style="list-style-type: none"> <li>• Audit and Governance Committee</li> </ul>  | Email: <a href="mailto:colinbaldwin@wirral.gov.uk">colinbaldwin@wirral.gov.uk</a>  |
| Laura Robertson-Collins (Liverpool) |   | Labour Group Office<br>Municipal Buildings<br>Dale Street<br>Liverpool<br>L2 2DH<br>Tel: 07980 311545<br>Email: <a href="mailto:laura.robertson-collins@liverpool.gov.uk">laura.robertson-collins@liverpool.gov.uk</a> |
| Harry Bell (Knowsley)               | <ul style="list-style-type: none"> <li>• Forward Planning Members Panel</li> <li>• Investigating and Disciplinary Committee</li> <li>• Mersey Waste Holdings Ltd Board</li> </ul> | 2 Lyelake Close<br>Southdene<br>Kirkby<br>Knowsley<br>L32 8SY<br>Tel: 07384 455427<br>Email: <a href="mailto:harry.bell@knowsley.gov.uk">harry.bell@knowsley.gov.uk</a>  |
| Kris Brown (Liverpool)              | <ul style="list-style-type: none"> <li>• Appeals Committee</li> <li>• Audit and Governance Committee</li> </ul>   | 6th floor<br>Cunard Building<br>Water Street<br>Liverpool<br>L3 1AH<br>Tel: 0151 233 0427<br>Email: <a href="mailto:kris.brown@liverpool.gov.uk">kris.brown@liverpool.gov.uk</a>                                       |

|  |   |   |
|--|---|---|
| <p>Tracy Dickinson<br/>(St Helens)</p> | <ul style="list-style-type: none"> <li>• Forward Planning Members Panel</li> <li>• Appeals Committee</li> <li>• Procurement Project Board</li> <li>• Audit and Governance Committee</li> <li>• Procurement Project Board</li> </ul> | <p>Email: <a href="mailto:cllrtdickinson@sthelens.gov.uk">cllrtdickinson@sthelens.gov.uk</a></p>  |
| <p>Catie Page<br/>(Sefton)</p>         | <ul style="list-style-type: none"> <li>• Forward Planning Members Panel</li> <li>• Appeals Committee</li> <li>• Investigating and Disciplinary Committee</li> </ul>   | <p>96 Gores Lane<br/>Formby<br/>Liverpool<br/>L37 7DF<br/>Tel: 07861 724391<br/>Email: <a href="mailto:catie.page@sefton.gov.uk">catie.page@sefton.gov.uk</a></p>                                   |
| <p>Dominic McNabb<br/>(Sefton)</p>     | <ul style="list-style-type: none"> <li>• Appeals Committee</li> <li>• Audit and Governance Committee</li> <li>• Mersey Waste Holdings Ltd Board</li> <li>• North West Local Authorities' Employers' Organisation</li> </ul>         | <p>C/o Labour Group Office<br/>Town Hall<br/>Oriol Road<br/>Bootle<br/>L20 7AE<br/>Tel: 0151 934 3361<br/>Email: <a href="mailto:Dominic.McNabb@sefton.gov.uk">Dominic.McNabb@sefton.gov.uk</a></p> |
| <p>Paul Nolan<br/>(Halton)</p>         |   | <p>383 Liverpool Road<br/>Widnes<br/>WA8 7HR<br/>Tel: 07826 877579<br/><a href="mailto:paul.nolan@halton.gov.uk">paul.nolan@halton.gov.uk</a></p>   |

|   |                           |   |
|---|---------------------------|---|
| Lesley Worswick<br>Chief Executive        | Various delegated matters | 7 <sup>th</sup> Floor<br>1 Mann Island<br>Liverpool<br>L3 1BP<br>Tel: 0151 255 1444<br>Email:<br><a href="mailto:Lesley.worswick@merseysidewda.gov.uk">Lesley.worswick@merseysidewda.gov.uk</a> |
| Chris Kelsall<br>Treasurer                | Various delegated matters | 7 <sup>th</sup> Floor<br>1 Mann Island<br>Liverpool<br>L3 1BP<br>Tel: 0151 255 1444<br>Email:<br><a href="mailto:Chris.Kelsall@merseysidewda.gov.uk">Chris.Kelsall@merseysidewda.gov.uk</a>     |
| Paula Pocock<br>Clerk to the<br>Authority | Various delegated matters | 7 <sup>th</sup> Floor<br>1 Mann Island<br>Liverpool<br>L3 1BP<br>Tel: 0151 255 1444<br>Email:<br><a href="mailto:paula.pocock@merseysidewda.gov.uk">paula.pocock@merseysidewda.gov.uk</a>       |
| Ian Stephenson<br>Monitoring<br>Officer   | Various delegated matters | 7 <sup>th</sup> Floor<br>1 Mann Island<br>Liverpool<br>L3 1BP<br>Tel: 0151 255 1444<br>Email:<br><a href="mailto:ian.stephenson@merseysidewda.gov.uk">ian.stephenson@merseysidewda.gov.uk</a>   |

## CONTENTS

| <b>Item</b>  | <b>Ref No.</b> | <b>Decision Date</b>      | <b>Lead Officer</b> |
|--|----------------|---------------------------|---------------------|
| Future Waste Services Outline Business Case                      | K13-26         | 24 <sup>th</sup> April 26 | Lesley Worswick     |
| Service Delivery Plan 2026/27                                    | K14-26         | 24 <sup>th</sup> April 26 | Paula Pocock        |
| WMRC variations – food waste and additional recyclable materials | K15-26         | 24 <sup>th</sup> April 26 | Ian Stephenson      |

**MERSEYSIDE WASTE DISPOSAL AUTHORITY**

**KEY DECISION SHEET**

|   |   |                                   |                                       |  |
|---|---|-----------------------------------|---------------------------------------|--|
| <b>Title</b>  | <b>Future Waste Services Outline Business Case</b>  |                                   |                                       |  |
| <b>File Reference</b>   | <b>K13-26</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<br/>y</b>  | <b>Community<br/>Impact<br/>y</b> | <b>Other –<br/>please<br/>specify</b> |  |
| <b>Matter in respect of which a Key Decision is required.</b> | Approval of the outline business case   |                                   |                                       |  |
| <b>Scrutiny area</b>  | <b>Governance</b>   |                                   |                                       |  |
| <b>Date for decision</b>                                      | 24 <sup>th</sup> April 2026   |                                   |                                       |  |
| <b>List of Background Papers for consideration</b>            | FWS project folders   |                                   |                                       |  |
| <b>Risk Management Implications</b>                           | Risk of not approval – unable to deliver statutory functions, increase in delivery costs, |                                   |                                       |  |
| <b>Prior consultation</b>                                     | Technical Advisors, SLT, Members, Partners  |                                   |                                       |  |
| <b>Representations</b>  |   |                                   |                                       |  |

**MERSEYSIDE WASTE DISPOSAL AUTHORITY**

**KEY DECISION SHEET**

|   |   |                         |                               |                               |
|---|---|-------------------------|-------------------------------|-------------------------------|
| <b>Title</b>  | <b>Service Delivery Plan 26- 27</b>   |                         |                               |                               |
| <b>File Reference</b>   | <b>K14-26</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 management</b> |
| <b>Matter in respect of which a Key Decision is required.</b> | Members are asked to note progress in delivering the previous year’s service delivery plan and to approve the proposed plan for the current year. |                         |                               |                               |
| <b>Scrutiny area</b>  | <b>Whole Authority</b>  |                         |                               |                               |
| <b>Date for decision</b>                                      | 24 <sup>th</sup> April 2026   |                         |                               |                               |
| <b>List of Background Papers for consideration</b>            | Appendix 1 – Service Delivery Plan 25-26 Update<br>Appendix 2 – Tracker for Service Delivery Plan 26-27   |                         |                               |                               |
| <b>Risk Management Implications</b>                           | If a plan for delivering services is not monitored or approved then there is a risk that services will not be delivered effectively               |                         |                               |                               |
| <b>Prior consultation</b>                                     | n/a   |                         |                               |                               |
| <b>Representations</b>  | In writing to or by email to<br><a href="mailto:paula.pcocok@merseysidewda.gov.uk">paula.pcocok@merseysidewda.gov.uk</a>                          |                         |                               |                               |

**MERSEYSIDE WASTE DISPOSAL AUTHORITY**

**KEY DECISION SHEET**

|   |   |                         |                               |   |
|---|---|-------------------------|-------------------------------|---|
| <b>Title</b>  | <b>WMRC variations – food waste and additional recyclable materials</b>   |                         |                               |   |
| <b>File Reference</b>   | <b>K15-26</b>   |                         |                               |   |
| <b>Is the report likely to be private or public?</b>          | <b>Private</b>  |                         |                               |   |
| <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> | X |
| <b>Matter in respect of which a Key Decision is required.</b> | The report recommends Members delegate authority to the Chief Executive to conclude contract negotiations and formally vary the WMRC  |                         |                               |   |
| <b>Scrutiny area</b>  | <b>Whole Authority (Constitution)</b>   |                         |                               |   |
| <b>Date for decision</b>                                      | 24 <sup>th</sup> April 2026   |                         |                               |   |
| <b>List of Background Papers for consideration</b>            | Authority report WDA/43/24<br>Authority report WDA/32/25<br>Authority report WDA/04/26  |                         |                               |   |
| <b>Risk Management Implications</b>                           | Failure to formally vary the WMRC would risk difficulties with managing the contract and delivering the required services arising from the Simpler Recycling changes in law |                         |                               |   |
| <b>Prior consultation</b>                                     | None  |                         |                               |   |
| <b>Representations</b>  | In writing to or by email to <a href="mailto:ian.stephenson@merseysidewda.gov.uk">ian.stephenson@merseysidewda.gov.uk</a>   |                         |                               |   |