



MERSEYSIDE WASTE DISPOSAL AUTHORITY

FORWARD PLAN

Publication Date: June 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. 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:

18th June 2026 – Audit & Governance Meeting
26th June 2026
25th September 2026
26th November 2026 – Audit & Governance Meeting
27th November 2026
21st January 2027 – Audit & Governance Meeting
5th February 2027
30th April 2027

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

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

AUTHORITY MEMBERSHIP 2026/27

COUNCILLOR	Responsibilities	Address and Contact Details
Catie Page (Sefton)		96 Gores Lane Formby Liverpool L37 7DF Tel: 07861 724391 Email: catie.page@sefton.gov.uk
Peter Harvey (Sefton)		C/o Labour Group Office Town Hall Oriol Road Bootle L20 7AE Tel: 0151 934 3361 Email: peter.harvey@sefton.gov.uk
Shelley Powell (Knowsley)		C/o Knowsley Metropolitan Borough Council Democratic Services, Huyton Municipal Building, Archway Road, Huyton Knowsley L36 9YU Tel: 07557004117 Email: shelley.powell@knowsley.gov.uk
Micheal Gibson (St Helens)		Tel: 01744 673333 Email: ClrMGibson@sthelens.gov.uk
Laura Robertson- Collins (Liverpool)		Labour Group Office Municipal Buildings Dale Street Liverpool L2 2DH Tel: 07980 311545 Email: laura.robertson-collins@liverpool.gov.uk
Peter Norris (Liverpool)		Labour Group Office Cunard Building Water Street Liverpool L1 3AH Email: peter.norris@liverpool.gov.uk

Kris Brown (Liverpool)		6th floor Cunard Building Water Street Liverpool L3 1AH Tel: 0151 233 0427 Email: kris.brown@liverpool.gov.uk
Colin Baldwin (Wirral)		Tel: 07773777304 Email: colinbaldwin@wirral.gov.uk
Ann Ainsworth (Wirral)		Tel: 07391 738112 Email: annainsworth@wirral.gov.uk
Paul Nolan (Halton)		383 Liverpool Road Widnes WA8 7HR Tel: 07826 877579 paul.nolan@halton.gov.uk

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

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Item	Ref No.	Decision Date	Lead Officer
Corporate Governance Report 2025-26	K16-26	26 th June 2026	Chris Kelsall
Contract Disputes	K17-26	26 th June 2026	Chris Kelsall
Outturn 2025-26	K18-26	26 th June 2026	Chris Kelsall
Appointments of Committees and Representation on other Bodies.	K19-26	26 th June 2026	Paula Pocock
Questions on the Discharge of Functions	K20-26	26 th June 2026	Paula Pocock
MRWA Social Value and Reuse Frameworks	K21-26	26 th June 2026	Paula Pocock
Constitution Update	K22-26	26 th June 2026	Ian Stephenson
HWRC policies – public consultation	K23-26	26 th June 2026	Ian Stephenson
Comments and complaints	K24-26	26 th June 2026	Paula Pocock
Corporate Governance Update: Policies & Risk Register	K25-26	18 th June 2026	Chris Kelsall
Corporate Governance Report 2025-26	K26-26	18 th June 2026	Chris Kelsall
Statement Of Accounts 2025-26	K27-26	18 th June 2026	Chris Kelsall
Treasury Management Outturn Report 2025/26	K28-26	18 th June 2026	Chris Kelsall
External Audit Plan 2025-26	K29-26	18 th June 2026	Chris Kelsall
Internal Audit Plan 2025-26 Progress Report	K30-26	18 th June 2026	Chris Kelsall
Record Of Administrative Decisions In Respect Of Procurement	K31-26	18 th June 2026	Chris Kelsall

MERSEYSIDE WASTE DISPOSAL AUTHORITY

KEY DECISION SHEET

Title	Corporate Governance Report 2025-26			
File Reference	K16-26			
Is the report likely to be private or public?	Public			
Decision Maker	Authority			
Key Decision Criteria	Financial	Community Impact	Other – please specify	
Matter in respect of which a Key Decision is required.	N/A			
Scrutiny area	Finance			
Date for decision	Authority 26 th June 2026			
List of Background Papers for consideration	Appendix 1: Annual Governance Statement Appendix 2: Improvement Plan 2026-27 Appendix 3: Improvement Action Plan 2025-26 update Appendix 4: Annual assessment 2025-26 Appendix 5: Internal Audit Opinion 2025-26 Appendix 6: Statement of Assurance 2025-26 Appendix 7: Code of Corporate Governance Appendix 8: MWHL Statement of Assurance 2025-26			
Risk Management Implications	Improved accountability for governance and risk management			
Prior consultation	Chair's briefing			
Representations	In writing to or by email to Chris.Kelsall@merseysidewda.gov.uk			

MERSEYSIDE WASTE DISPOSAL AUTHORITY

KEY DECISION SHEET

Title	Contract Disputes			
File Reference	K17-26			
Is the report likely to be private or public?	Private			
Decision Maker	Authority			
Key Decision Criteria	Financial ✓	Community Impact	Other – please specify	
Matter in respect of which a Key Decision is required.	Finance			
Scrutiny area	Finance			
Date for decision	Authority Meeting 26 th June			
List of Background Papers for consideration	N/A			
Risk Management Implications	Financial resilience of the Authority			
Prior consultation	Chair's briefing			
Representations	In writing to or by email to Chris.Kelsall@merseysidewda.gov.uk			

MERSEYSIDE WASTE DISPOSAL AUTHORITY

KEY DECISION SHEET

Title	Outturn 2025-26			
File Reference	K18-26			
Is the report likely to be private or public?	Public			
Decision Maker	Authority			
Key Decision Criteria	Financial ✓	Community Impact	Other – please specify	
Matter in respect of which a Key Decision is required.	Finance			
Scrutiny area	Finance			
Date for decision	Authority Meeting 26 th June			
List of Background Papers for consideration	Appendix 1 – Revenue tables 2025-26 Appendix 2 – Capital Programme 2025-26 Appendix 3 – Treasury Management Outturn 2025-26 Appendix 4 – Statement of Accounts 2025-26 – Core Statements			
Risk Management Implications	Financial resilience of the Authority			
Prior consultation	Chair’s briefing			
Representations	In writing to or by email to Chris.Kelsall@merseysidewda.gov.uk			

MERSEYSIDE WASTE DISPOSAL AUTHORITY

KEY DECISION SHEET

Title	Appointments of Committees and Representation on other Bodies.			
File Reference	K19-26			
Is the report likely to be private or public?	Public			
Decision Maker	Full Authority			
Key Decision Criteria	Financial	Community Impact	Other – please specify	Governance
Matter in respect of which a Key Decision is required.	The Authority's constitution and changes to its membership following District Council AGM's require a review committees and representation on other bodies.			
Scrutiny area	Governance			
Date for decision	26 th June 2026			
List of Background Papers for consideration	None			
Risk Management Implications	It is good corporate governance to effectively delegate responsibility to committees and to identify appropriate levels of representation on other bodies			
Prior consultation				
Representations	In writing to or by email to paula.pocock@merseysidewda.gov.uk			

MERSEYSIDE WASTE DISPOSAL AUTHORITY

KEY DECISION SHEET

Title	Questions on the Discharge of Functions			
File Reference	K20-26			
Is the report likely to be private or public?	Public			
Decision Maker	Full Authority			
Key Decision Criteria	Financial	Community Impact	Other – please specify	Governance
Matter in respect of which a Key Decision is required.	The Authority is required each year to nominate Members to answer questions at each of the District Council's own proceedings on behalf of the Authority.			
Scrutiny area	Governance			
Date for decision	26 th June 2026			
List of Background Papers for consideration	None			
Risk Management Implications	Risk of inconsistencies unless a single Member from each District Council is identified to answer questions regarding the Authority's activities.			
Prior consultation				
Representations	In writing to or by email to paula.pocock@merseysidewda.gov.uk			

MERSEYSIDE WASTE DISPOSAL AUTHORITY

KEY DECISION SHEET

Title	MRWA Social Value and Reuse Frameworks			
File Reference	K21-26			
Is the report likely to be private or public?	Public			
Decision Maker	Full Authority			
Key Decision Criteria	Financial	Community Impact Y	Other – please specify	
Matter in respect of which a Key Decision is required.	Members are asked to approve the Social Value Framework and Policy, and the Reuse Strategic Framework.			
Scrutiny area	Whole Authority			
Date for decision	26 th June 2026			
List of Background Papers for consideration	Authority report WDA/0525 ((MRWA Zero Waste Strategy) Appendix 1 – Draft Social Value Framework and Policy Appendix 2 – Draft Reuse Strategic Framework			
Risk Management Implications	Failure to embed social value and reuse into future services risks delivery of the approved MRWA Zero Waste Strategy.			
Prior consultation	Members, SLT, Technical advisors.			
Representations	In writing to or by email to paula.pocock@merseysidewda.gov.uk			

MERSEYSIDE WASTE DISPOSAL AUTHORITY

KEY DECISION SHEET

Title	Constitution Update			
File Reference	K22-26			
Is the report likely to be private or public?	Public			
Decision Maker	Full Authority			
Key Decision Criteria	Financial	Community Impact	Other – please specify	X
Matter in respect of which a Key Decision is required.	The report recommends Members approve adoption of the Scheme of Delegation and updated Constitution for the 26/27 year.			
Scrutiny area	Whole Authority (Constitution)			
Date for decision	26 th June 2026 (Authority AGM)			
List of Background Papers for consideration	None			
Risk Management Implications	Failure to adopt the Scheme of Delegation would be non-compliant with the current Constitution.			
Prior consultation	None			
Representations	In writing to or by email to ian.stephenson@merseysidewda.gov.uk			

MERSEYSIDE WASTE DISPOSAL AUTHORITY

KEY DECISION SHEET

Title	HWRC policies – public consultation			
File Reference	K23-26			
Is the report likely to be private or public?	Public			
Decision Maker	Full Authority			
Key Decision Criteria	Financial	Community Impact	Other – please specify	X
Matter in respect of which a Key Decision is required.	The report recommends Members approve proposed changes to HWRC policies for inclusion in Future Waste Services procurement are put out to public consultation.			
Scrutiny area	Whole Authority (Constitution)			
Date for decision	26 th June 2026 (Authority AGM)			
List of Background Papers for consideration	None			
Risk Management Implications	Failure to consult would risk reputational damage and potential future challenge from members of the public.			
Prior consultation	None			
Representations	In writing to or by email to ian.stephenson@merseysidewda.gov.uk			

MERSEYSIDE WASTE DISPOSAL AUTHORITY

KEY DECISION SHEET

Title	COMMENTS AND COMPLAINTS			
File Reference	K24-26			
Is the report likely to be private or public?	Public			
Decision Maker	Full Authority			
Key Decision Criteria	Financial	Community Impact	Other – please specify	N/A
Matter in respect of which a Key Decision is required.	To Provide members an update on the comments and complaints received over the last 12 months			
Scrutiny area	Governance			
Date for decision	26 th June 2026			
List of Background Papers for consideration	N/A			
Risk Management Implications	N/A			
Prior consultation	N/A			
Representations	In writing to or by email to Paula.Pocock@Merseysidewda.Gov.uk			

MERSEYSIDE WASTE DISPOSAL AUTHORITY

KEY DECISION SHEET

Title	Corporate Governance Update: Policies & Risk Register			
File Reference	K25-26			
Is the report likely to be private or public?	Public			
Decision Maker	Audit Committee			
Key Decision Criteria	Financial	Community Impact	Other – please specify	
Matter in respect of which a Key Decision is required.	N/A			
Scrutiny area	Finance			
Date for decision	Audit Committee 18 th June 2026			
List of Background Papers for consideration	Appendix 1: Financial Procedure Rules Appendix 2: Anti-Fraud, Bribery & corruption Policy Appendix 3: Corporate Risk Register			
Risk Management Implications	Improved accountability for governance and risk management			
Prior consultation	Chair's briefing			
Representations	In writing to or by email to Chris.Kelsall@merseysidewda.gov.uk			

MERSEYSIDE WASTE DISPOSAL AUTHORITY

KEY DECISION SHEET

Title	Corporate Governance Report 2025-26			
File Reference	K26-26			
Is the report likely to be private or public?	Public			
Decision Maker	Audit Committee			
Key Decision Criteria	Financial	Community Impact	Other – please specify	
Matter in respect of which a Key Decision is required.	N/A			
Scrutiny area	Finance			
Date for decision	Audit Committee 18 th June 2026 and then Authority 26 th June 2026			
List of Background Papers for consideration	Appendix 1: Annual Governance Statement Appendix 2: Improvement Plan 2026-27 Appendix 3: Improvement Action Plan 2025-26 update Appendix 4: Annual assessment 2025-26 Appendix 5: Internal Audit Opinion 2025-26 Appendix 6: Statement of Assurance 2025-26 Appendix 7: Code of Corporate Governance Appendix 8: MWHL Statement of Assurance 2025-26			
Risk Management Implications	Improved accountability for governance and risk management			
Prior consultation	Chair's briefing			
Representations	In writing to or by email to Chris.Kelsall@merseysidewda.gov.uk			

MERSEYSIDE WASTE DISPOSAL AUTHORITY

KEY DECISION SHEET

Title	Statement of Accounts 2025-26			
File Reference	K27-26			
Is the report likely to be private or public?	Public			
Decision Maker	Audit committee			
Key Decision Criteria	Financial	Community Impact	Other – please specify	
Matter in respect of which a Key Decision is required.	N/A			
Scrutiny area	Finance			
Date for decision	Audit Committee 18 th June 2026			
List of Background Papers for consideration	Appendix 1 – 2025-26 Accounts			
Risk Management Implications	Failure to comply with statutory requirements			
Prior consultation	Chair of Audit Committee briefing			
Representations	In writing to or by email to Chris.Kelsall@merseysidewda.gov.uk			

MERSEYSIDE WASTE DISPOSAL AUTHORITY

KEY DECISION SHEET

Title	Treasury Management Outturn Report 2025/26			
File Reference	K28-26			
Is the report likely to be private or public?	Public			
Decision Maker	Audit committee and then Authority			
Key Decision Criteria	Financial	Community Impact	Other – please specify	
Matter in respect of which a Key Decision is required.	N/A			
Scrutiny area	Finance			
Date for decision	Audit Committee 18 th June 2026, then Authority 26 th June 2026			
List of Background Papers for consideration	Appendix 1 – Prudential indicators			
Risk Management Implications	Impact on Authority's financial robustness			
Prior consultation	Chair's briefing			
Representations	In writing to or by email to Chris.Kelsall@merseysidewda.gov.uk			

MERSEYSIDE WASTE DISPOSAL AUTHORITY

KEY DECISION SHEET

Title	External Audit Plan 2025-26			
File Reference	K29-26			
Is the report likely to be private or public?	Public			
Decision Maker	Audit & Governance Committee			
Key Decision Criteria	Financial	Community Impact	Other – please specify	
Matter in respect of which a Key Decision is required.	N/A			
Scrutiny area	Finance			
Date for decision	Audit Committee 18 th June 2026			
List of Background Papers for consideration	Appendix 1 – Auditor's report			
Risk Management Implications	Failure to comply with statutory requirements			
Prior consultation	Chair's briefing			
Representations	In writing to or by email to Chris.Kelsall@merseysidewda.gov.uk			

MERSEYSIDE WASTE DISPOSAL AUTHORITY

KEY DECISION SHEET

Title	Internal Audit Plan 2025-26 Progress Report			
File Reference	K30-26			
Is the report likely to be private or public?	Public			
Decision Maker	Audit Committee			
Key Decision Criteria	Financial	Community Impact	Other – please specify	
Matter in respect of which a Key Decision is required.	N/A			
Scrutiny area	Finance			
Date for decision	Audit Committee 18 th June 2026			
List of Background Papers for consideration	Appendix 1 – 2025-26 Workplan, Progress Report			
Risk Management Implications	Failure to comply with statutory requirements			
Prior consultation	Chair of Audit Committee briefing			
Representations	In writing to or by email to Chris.Kelsall@merseysidewda.gov.uk			

MERSEYSIDE WASTE DISPOSAL AUTHORITY

KEY DECISION SHEET

Title	Record of Administrative Decisions in respect of Procurement			
File Reference	K31-26			
Is the report likely to be private or public?	Public			
Decision Maker	Audit committee and then Authority			
Key Decision Criteria	Financial	Community Impact	Other – please specify	
Matter in respect of which a Key Decision is required.	N/A			
Scrutiny area	Finance			
Date for decision	Audit Committee 18 th June 2026			
List of Background Papers for consideration	N/A			
Risk Management Implications	Potential challenge from companies who might have wanted to bid for the work.			
Prior consultation				
Representations	In writing to or by email to Chris.Kelsall@merseysidewda.gov.uk			