



MERSEYSIDE WASTE DISPOSAL AUTHORITY

## FORWARD PLAN

**Publication Date: December 2007**

### 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:

7<sup>th</sup> December 2007  
1<sup>st</sup> February 2008 Budget meeting  
18<sup>th</sup> April 2008

## **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 2007/2008**

<b>COUNCILLOR</b>	<b>Portfolio Area</b>	<b>Address and Contact Details</b>
K Cluskey (Chairperson) (Sefton)	<ul style="list-style-type: none"> <li>• Strategy and Forward Planning</li> <li>• Finance</li> <li>• Performance Management</li> <li>• Best Value</li> <li>• Procurement</li> <li>• Sustainability</li> <li>• Scrutiny</li> <li>• Public Consultation</li> </ul>	39 Kent Avenue Litherland Liverpool L21 7QJ Tel: 0151 920 3704 Email: kevin.cluskey@sefton.gov.uk
J Salter (Deputy Chairperson) (Wirral)	<ul style="list-style-type: none"> <li>• Risk Management</li> <li>• Audit</li> <li>• Procurement</li> <li>• Scrutiny</li> <li>• Public Consultation</li> </ul>	7 Church Meadow Close Egremont Wallasey CH44 8HQ Tel: 0151 638 1364 Email: johnsalter@wirral.gov.uk
D Tattersall (Sefton)	<ul style="list-style-type: none"> <li>• Scrutiny</li> <li>• Public Consultation</li> </ul>	3 Beresford Drive Southport PR9 7JY 01704 226 370 Email: tattersall.david@btconnect.com
B Turner (Liverpool)	<ul style="list-style-type: none"> <li>• Scrutiny</li> <li>• Public consultation</li> </ul>	118 Anfield Road Liverpool L4 0TF Tel: 0151 225 2352 Email: Berni.turner@liverpool.gov.uk
R Quinn (Liverpool)	<ul style="list-style-type: none"> <li>• Scrutiny</li> <li>• Public Consultation</li> </ul>	118 Anfield Road Liverpool L4 0TF Tel: 0151 225 2352 Email: Robbie.quinn@liverpool.gov.uk
A Dean (Liverpool)	<ul style="list-style-type: none"> <li>• Scrutiny</li> <li>• Public Consultation</li> </ul>	12 Sefton Park Court Elmswood Road Liverpool L17 0EF

		Tel: 0151 225 2366 Email: alan.dean@liverpool.gov.uk
A Bridson (Wirral)	<ul style="list-style-type: none"> <li>• Scrutiny</li> <li>• Public Consultation</li> </ul>	25 Edinburgh Drive Prenton Wirral Ch43 0RJ Tel: 0151 201 7310 Email: annbridson@wirral.gov.uk
D Crowther (St Helens)	<ul style="list-style-type: none"> <li>• Scrutiny</li> <li>• Public Consultation</li> </ul>	15 Hotel Street Newton-le-willows WA12 9QH 01925 290 232 cllrdcrowther@sthelens.gov.uk
D Lonergan (Knowsley)	<ul style="list-style-type: none"> <li>• Communications &amp; PR</li> <li>• Scrutiny</li> <li>• Public Consultation</li> </ul>	6 Stonehey Road Southdene Kirkby L32 9PU Tel: 0151 548 3490 Email: david.lonergan@knowsley.gov.uk

<b>OFFICERS</b>		
Carl Beer Director	Various delegated matters	6th Floor, North House 17 North John Street Liverpool L2 5QY Tele: 0151 255 1444 Email: carlbeer@merseysidewda.gov.uk
Carole Hudson Clerk	Various delegated matters	St Helens MBC Town Hall St Helens WA10 1HP Tele: 01744 456101 Email: carolehudson@sthelens.gov.uk
Ian Roberts Treasurer	Various delegated matters	St Helens MBC Town Hall St Helens WA10 1HP Tele: 01744 456101 Email: ianroberts@sthelens.gov.uk
Peter Blackburn Solicitor	Various delegated matters	St Helens MBC Town Hall St Helens WA10 1HP Tele: 01744 456101 Email: peterblackburn@sthelens.gov.uk

## CONTENTS

<b>Item</b>	<b>Portfolio Area</b>	<b>Decision Date</b>	<b>Lead Officer</b>
Waste Minimisation BVR	Strategy	07/12/2007	Shaun Alexander
Inter Authority Agreement	Strategy	07/12/2007	Stuart Donaldson
Members/District Officers involvement in Tender Evaluation	Procurement	07/12/2007	Terry Bradley
Procurement Programme – sites and planning delivery strategy	Procurement	07/12/2007	Carl Beer
Organisational Review of Operations Group in principle to include costs in budget	Finance	07/12/2007	Alex Murray
Proposed Holt Lane HWRC	Planning and Environmental	07/12/2007	Calvin Stockton
Capital strategy programme development and implementation	Finance	07/12/2007	Lyn Fairhurst
The development of an additional materials reclamation facility (MRF) in Merseyside	Finance	07/12/2007	Lyn Fairhurst
Procurement, ISOS, ISDS & Interim	Procurement	07/12/2007	Terry Bradley
MWHL (General decisions, Hafod Quarry, Loans)	Procurement	07/12/2007	Terry Bradley
Procurement Report including Advisors Costs	Procurement	01/02/2008	Terry Bradley
Revenue Budget	Corporate Governance	01/02/2008	John Webster
Corporate Plan	Strategy and forward planning	01/02/2008	Carl Beer/ Mandy Valentine
Timetable of Meetings	Corporate Governance	01/02/2008	Mandy Valentine
Annual Audit Letter	Corporate Governance	01/02/2008	Mandy Valentine/ John Webster
LATS Trading Strategy	Finance	18/04/2008	Neil Ferris
Recycling Performance Recovery Programme	Procurement	09/07/2008	Neil Ferris

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<b>ITEM FOR CONSIDERATION</b>	Best Value Review of Waste Minimisation			
<b>DECISION MAKER</b>	<i>Full Authority</i>			
<b>KEY DECISION CRITERIA</b>	<b>Financial?</b>  Yes	<b>Community Impact?</b>  Yes	<b>Other - Please State:</b>	
<b>REASON FOR MEETING KEY DECISION CRITERIA</b>	<p>Waste minimisation will aid to enact a behavioural change amongst the residents to encourage them to sustainably manage their waste and utilise current recycling systems.</p> <p>Waste minimisation also forms a key element of the JMWMS and will potentially reduce the significant impact of the authorities' performance against LATS requirements.</p> <p>It is imperative that MWDA sign up to the Best Value Review improvement plan and consider the proposed waste prevention strategy to ensure that a behavioural change is enacted amongst residents, the JMWMS is met and the impact of LATS is mitigated as far as practically possible.</p>			
<b>SCRUTINY AREA</b>	<i>Strategy</i>			
<b>DATE/ PERIOD FOR DECISION</b>	7 <sup>th</sup> December 2007			
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION</b>	Best Value Review of Waste Minimisation			
<b>RISK MANAGEMENT IMPLICATIONS</b>	Lack of resources to deliver the improvement plan			



<b>PRIOR CONSULTATION</b>	
<b>REPRESENTATIONS</b>	In writing to Shaun Alexander or by email to <a href="mailto:shaun.alexander@merseysidewda.gov.uk">shaun.alexander@merseysidewda.gov.uk</a>

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<b>ITEM FOR CONSIDERATION</b>	Inter Authority Agreement (IAA)		
<b>DECISION MAKER</b>	Merseyside Waste Disposal Authority		
<b>KEY DECISION CRITERIA</b>	<b>Financial?</b>  Yes	<b>Community Impact?</b>  Yes	<b>Other – Please state</b>
<b>REASON FOR MEETING KEY DECISION CRITERIA</b>	<p>The Authority and the 5 Waste Collection Authorities have entered into a Memorandum of Understanding (MoU) to develop partnership working between them in furtherance of the JMWMS.</p> <p>As the Authority enters into the Waste Contracts for recovery, recycling, landfill and the interim arrangements in 2008, the parties need to work together to facilitate the operation of those contracts. The Inter Authority Agreement will be legally binding and is a development of the principles set out in the MoU.</p> <p>The IAA will provide more detailed provision relating to technical inputs and payment. The greater the level of detail that can be agreed for inclusion in the IAA, the greater scope that MWDA will have in negotiating contracts with the private sector participants. It is therefore important that all partner authorities sign up to the Agreement before March 2008.</p>		
<b>SCRUTINY AREA</b>	Strategy		
<b>DATE/ PERIOD FOR DECISION</b>	7 <sup>th</sup> December 2007		
<b>LIST OF BACKGROUND PAPERS FOR</b>	Draft Inter Authority Agreement		

<b>CONSIDERATION</b>	
<b>RISK MANAGEMENT IMPLICATIONS</b>	If the parties fail to enter into an Inter Authority Agreement, this may send a negative signal to participants and would reduce the scope for negotiation in the contracts as the operators would identify uncertainty in what is being delivered by the collection authorities and add a financial cost to manage the greater risks.
<b>PRIOR CONSULTATION</b>	On-going with all five district waste managers, legal and finance officers.
<b>REPRESENTATIONS</b>	In writing or by email to Stuart Donaldson Waste Strategy Manager, MWDA, or by email to <a href="mailto:stuart.donaldson@merseysidewda.gov.uk">stuart.donaldson@merseysidewda.gov.uk</a>

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<b>ITEM FOR CONSIDERATION</b>	Members/District Officers involvement in Tender Evaluation			
<b>DECISION MAKER</b>	<b>FULL AUTHORITY</b>			
<b>KEY DECISION CRITERIA</b>	<b>Financial?</b>	<b>Community Impact?</b>	<b>Other - Please State:</b>	Engagement of stakeholders in the decisions of the Authority
<b>REASON FOR MEETING KEY DECISION CRITERIA</b>	To ensure the decisions of the Authority in letting contracts meet the needs of the District Councils.			
<b>SCRUTINY AREA</b>	<b><i>PROCUREMENT</i></b>			
<b>DATE/ PERIOD FOR DECISION</b>	7 <sup>th</sup> December 2007			
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION</b>	Published evaluation criteria for the WMRC, RRC and INTERIM contracts			
<b>RISK MANAGEMENT IMPLICATIONS</b>	That the Authority's contracts do not meet the needs of its major customers.			
<b>PRIOR CONSULTATION</b>				
<b>REPRESENTATIONS</b>	In writing to Terry Bradley or by email to <a href="mailto:terry.bradley@merseysidewda.gov.uk">terry.bradley@merseysidewda.gov.uk</a>			

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<b>ITEM FOR CONSIDERATION</b>	Procurement Programme – sites and planning delivery strategy			
<b>DECISION MAKER</b>	<b><i>FULL AUTHORITY</i></b>			
<b>KEY DECISION CRITERIA</b>	<b>Financial?</b>	<b>Community Impact?</b>	<b>Other - Please State:</b>	
		X		
<b>REASON FOR MEETING KEY DECISION CRITERIA</b>	Potential community impact of sites			
<b>SCRUTINY AREA</b>	<b><i>PROCUREMENT</i></b>			
<b>DATE/ PERIOD FOR DECISION</b>	7 <sup>th</sup> December 2007			
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION</b>	Authority Report WDA 24/07 – 10 <sup>th</sup> August 2007			
<b>RISK MANAGEMENT IMPLICATIONS</b>	Ability to deliver sites for facilities			
<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>			

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<b>ITEM FOR CONSIDERATION</b>	Organisational Review of Operations Group in principle to include costs in budget			
<b>DECISION MAKER</b>	<b><i>FULL AUTHORITY</i></b>			
<b>KEY DECISION CRITERIA</b>	<b>Financial?</b>  X	<b>Community Impact?</b>	<b>Other - Please State:</b>	
<b>REASON FOR MEETING KEY DECISION CRITERIA</b>	To review Operations Group structures in respect of new contracts via procurement.			
<b>SCRUTINY AREA</b>	<b><i>FINANCE</i></b>			
<b>DATE/ PERIOD FOR DECISION</b>	7 <sup>TH</sup> December 2007			
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION</b>	Report on operations structure and proposed recommendations			
<b>RISK MANAGEMENT IMPLICATIONS</b>	Ability to deliver procured contracts			
<b>PRIOR CONSULTATION</b>				
<b>REPRESENTATIONS</b>	In writing to Alex Murray or by email to <a href="mailto:alex.murray@merseysidewda.gov.uk">alex.murray@merseysidewda.gov.uk</a>			

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<b>ITEM FOR CONSIDERATION</b>	Proposed Holt Lane HWRC - Refusal of Planning Permission and Consideration of Appeal to the Decision			
<b>DECISION MAKER</b>	<i>Full Authority</i>			
<b>KEY DECISION CRITERIA</b>	<b>Financial?</b> Yes	<b>Community Impact?</b> Yes	<b>Other - Please State:</b>	
<b>REASON FOR MEETING KEY DECISION CRITERIA</b>	Following City of Liverpool Planning Committee Resolution to Refuse Planning Permission for a proposed HWRC at Holt Lane, Netherley at their meeting of 23 <sup>rd</sup> October 2007 – Members to consider the option of appealing to the decision			
<b>SCRUTINY AREA</b>	<i>Planning and Environmental</i>			
<b>DATE/ PERIOD FOR DECISION</b>	7 <sup>th</sup> December 2007			
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION</b>				
<b>RISK MANAGEMENT IMPLICATIONS</b>	Consideration of the implications of lodging an appeal against the planning decision in terms of progressing the urgent need to secure additional HWRC Capacity in Liverpool, financial implications and timescale			
<b>PRIOR CONSULTATION</b>				
<b>REPRESENTATIONS</b>	In writing to Calvin Stockton or by email to <a href="mailto:calvin.stockton@merseysidewda.gov.uk">calvin.stockton@merseysidewda.gov.uk</a>			

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<b>ITEM FOR CONSIDERATION</b>	Capital Strategy Programme Development And Implementation			
<b>DECISION MAKER</b>	<b><i>FULL AUTHORITY</i></b>			
<b>KEY DECISION CRITERIA</b>	<b>Financial?</b>  X	<b>Community Impact?</b>  X	<b>Other - Please State:</b>	
<b>REASON FOR MEETING KEY DECISION CRITERIA</b>	To approve a strategy for capital programme development and implementation			
<b>SCRUTINY AREA</b>	<b><i>FINANCE</i></b>			
<b>DATE/ PERIOD FOR DECISION</b>	7 <sup>th</sup> December 2008			
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION</b>				
<b>RISK MANAGEMENT IMPLICATIONS</b>	In the absence of an approved strategy the Authority is unable to demonstrate that its capital investment plans are affordable, sustainable and prudent.			
<b>PRIOR CONSULTATION</b>				
<b>REPRESENTATIONS</b>	In writing to Lynton Fairhurst or by email to <a href="mailto:lyn.fairhurst@merseysidewda.gov.uk">lyn.fairhurst@merseysidewda.gov.uk</a>			



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<b>ITEM FOR CONSIDERATION</b>	The Development Of An Additional Materials Reclamation Facility (Mrf) In Merseyside			
<b>DECISION MAKER</b>	<b><i>FULL AUTHORITY</i></b>			
<b>KEY DECISION CRITERIA</b>	<b>Financial?</b>  X	<b>Community Impact?</b>  X	<b>Other - Please State:</b>	
<b>REASON FOR MEETING KEY DECISION CRITERIA</b>	To approve the overall project plan for the development and implementation of an additional materials reclamation facility in Merseyside.			
<b>SCRUTINY AREA</b>	<b><i>FINANCE</i></b>			
<b>DATE/ PERIOD FOR DECISION</b>	7 <sup>th</sup> December 2008			
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION</b>				
<b>RISK MANAGEMENT IMPLICATIONS</b>	Failure to develop an additional materials reclamation facility will result in a shortfall in the identified MRF capacity needed to meet the District Collection Authority's agreed action plans for the collection of mixed dry recyclable materials.			
<b>PRIOR CONSULTATION</b>				
<b>REPRESENTATIONS</b>	In writing to Lynton Fairhurst or by email to <a href="mailto:lyn.fairhurst@merseysidewda.gov.uk">lyn.fairhurst@merseysidewda.gov.uk</a>			

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<b>ITEM FOR CONSIDERATION</b>	Procurement, ISOS, ISDS & Interim			
<b>DECISION MAKER</b>	<b>FULL AUTHORITY</b>			
<b>KEY DECISION CRITERIA</b>	<b>Financial?</b>  X	<b>Community Impact?</b>	<b>Other - Please State:</b>	MWDA's long term waste strategy delivery
<b>REASON FOR MEETING KEY DECISION CRITERIA</b>	To maintain waste management service across Merseyside and to meet LATS and JMWMS targets.			
<b>SCRUTINY AREA</b>	<b><i>PROCUREMENT</i></b>			
<b>DATE/ PERIOD FOR DECISION</b>	7 <sup>TH</sup> December 2007			
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION</b>	WMRC, RRC and INTERIM contract responses from bidders.			
<b>RISK MANAGEMENT IMPLICATIONS</b>	That the financial exposure of the Authority is increased			
<b>PRIOR CONSULTATION</b>				
<b>REPRESENTATIONS</b>	In writing to Terry Bradley or by email to <a href="mailto:terry.bradley@merseysidewda.gov.uk">terry.bradley@merseysidewda.gov.uk</a>			

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<b>ITEM FOR CONSIDERATION</b>	MWHL – report on company board decisions			
<b>DECISION MAKER</b>	<b>Full Authority</b>			
<b>KEY DECISION CRITERIA</b>	<b>Financial?</b>  X	<b>Community Impact?</b>	<b>Other - Please State:</b>	For MWDA as shareholder.
<b>REASON FOR MEETING KEY DECISION CRITERIA</b>	To ensure the shareholder is made aware of decisions of MWHL that may effect the Authority's procurement programme and intentions.			
<b>SCRUTINY AREA</b>	<b><i>PROCUREMENT</i></b>			
<b>DATE/ PERIOD FOR DECISION</b>	7 <sup>TH</sup> December 2007			
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION</b>	MWHL Board reports.			
<b>RISK MANAGEMENT IMPLICATIONS</b>	Increased financial exposure of MWDA in transferring the assets of MWHL into the WMRC contract.			
<b>PRIOR CONSULTATION</b>				
<b>REPRESENTATIONS</b>	In writing to Terry Bradley or by email to <a href="mailto:terry.bradley@merseysidewda.gov.uk">terry.bradley@merseysidewda.gov.uk</a>			

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<b>ITEM FOR CONSIDERATION</b>	Procurement Report Including Advisors Costs			
<b>DECISION MAKER</b>	<b>FULL AUTHORITY</b>			
<b>KEY DECISION CRITERIA</b>	<b>Financial?</b>  Yes	<b>Community Impact?</b>	<b>Other - Please State:</b>	
<b>REASON FOR MEETING KEY DECISION CRITERIA</b>	To ensure compliance with agreed financial budgets for Advisors			
<b>SCRUTINY AREA</b>	<i>Procurement</i>			
<b>DATE/ PERIOD FOR DECISION</b>	1 <sup>st</sup> February 2008			
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION</b>				
<b>RISK MANAGEMENT IMPLICATIONS</b>	That agreed budget limits are exceeded.			
<b>PRIOR CONSULTATION</b>				
<b>REPRESENTATIONS</b>	In writing to Terry Bradley or by email to <a href="mailto:terry.bradley@merseysidewda.gov.uk">terry.bradley@merseysidewda.gov.uk</a>			

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<b>ITEM FOR CONSIDERATION</b>	<b>Revenue Budget</b>			
<b>DECISION MAKER</b>	<b>Full Authority</b>			
<b>KEY DECISION CRITERIA</b>	<b>Financial?</b>	<b>Community Impact?</b> yes	<b>Other - Please State:</b>	
<b>REASON FOR MEETING KEY DECISION CRITERIA</b>	Identify the spending plan for 2008-2009 to 2010-2011 and in particular set the waste disposal levy for 2008-2009			
<b>SCRUTINY AREA</b>	<i>Corporate Governance</i>			
<b>DATE/ PERIOD FOR DECISION</b>	1 <sup>st</sup> February 2008			
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION</b>	Budget Working Papers			
<b>RISK MANAGEMENT IMPLICATIONS</b>	Failure to meet statutory requirement in respect of setting the levy			
<b>PRIOR CONSULTATION</b>	None			
<b>REPRESENTATIONS</b>	In writing to John Webster or by email to <a href="mailto:john.webster@merseysidewda.gov.uk">john.webster@merseysidewda.gov.uk</a>			

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<b>ITEM FOR CONSIDERATION</b>	<b>Corporate Plan 2007-2010 Service Plan 2008/09</b>			
<b>DECISION MAKER</b>	<b><i>Full Authority</i></b>			
<b>KEY DECISION CRITERIA</b>	<b>Financial?</b>	<b>Community Impact?</b> Yes	<b>Other - Please State:</b>	
<b>REASON FOR MEETING KEY DECISION CRITERIA</b>	Determines the Authority's aims and objectives and identifies the key projects required to deliver improved performance.			
<b>SCRUTINY AREA</b>	<b><i>Strategy and Forward Planning</i></b>			
<b>DATE/ PERIOD FOR DECISION</b>	1 <sup>st</sup> February 2008			
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION</b>				
<b>RISK MANAGEMENT IMPLICATIONS</b>	<ol style="list-style-type: none"> <li>1. Failure to set clear objectives will result in poor corporate governance</li> <li>2. Failure to plan and prioritise will lead to inefficient and ineffective use of resources.</li> <li>3. Clear planning will improve performance and engage Members, staff and stakeholders.</li> </ol>			
<b>PRIOR CONSULTATION</b>	MWDA Management Team and staff			
<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>			

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<b>ITEM FOR CONSIDERATION</b>	<b>Annual Meeting and Timetable of Authority Meetings</b>			
<b>DECISION MAKER</b>	<b><i>Full Authority</i></b>			
<b>KEY DECISION CRITERIA</b>	<b>Financial?</b> X	<b>Community Impact?</b> X	<b>Other - Please State:</b>	Requirement to set AGM
<b>REASON FOR MEETING KEY DECISION CRITERIA</b>	To set the date of the Annual Meeting of the Authority and identify an appropriate timetable of meetings for the 2008/2009 Municipal Year			
<b>SCRUTINY AREA</b>	Corporate Governance			
<b>DATE/ PERIOD FOR DECISION</b>	1 <sup>st</sup> February 2008			
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION</b>	None			
<b>RISK MANAGEMENT IMPLICATIONS</b>	Statutory requirement to set a date for the Authority's Annual Meeting which must take place on or before 30 <sup>th</sup> June each year.			
<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**

**FORWARD PLAN**

<b>ITEM FOR CONSIDERATION</b>	<b>Annual Audit Letter</b>			
<b>DECISION MAKER</b>	<b><i>Full Authority</i></b>			
<b>KEY DECISION CRITERIA</b>	<b>Financial?</b> <u>X</u>	<b>Community Impact?</b> <b>X</b>	<b>Other - Please State:</b>	Requirement to receive Auditor's letter
<b>REASON FOR MEETING KEY DECISION CRITERIA</b>	To consider the Annual Audit Letter prepared by the Audit Commission detailing their opinion on various aspects of the Authority's performance and financial standing and proposing actions for improvement.			
<b>SCRUTINY AREA</b>	<b><i>Corporate Governance</i></b>			
<b>DATE/ PERIOD FOR DECISION</b>	1 <sup>st</sup> February 2008			
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION</b>	None			
<b>RISK MANAGEMENT IMPLICATIONS</b>	Consideration of the findings and recommendations of the auditor at Member level is best practice.			
<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**

**FORWARD PLAN**

<b>ITEM FOR CONSIDERATION</b>	LATS Trading Strategy			
<b>DECISION MAKER</b>	<b><i>FULL AUTHORITY</i></b>			
<b>KEY DECISION CRITERIA</b>	<b>Financial?</b>  X	<b>Community Impact?</b>  X	<b>Other - Please State:</b>	
<b>REASON FOR MEETING KEY DECISION CRITERIA</b>	To approve a LATS trading strategy informed by outcome of the Interim Contract Procurement			
<b>SCRUTINY AREA</b>	<b><i>FINANCE</i></b>			
<b>DATE/ PERIOD FOR DECISION</b>	18 <sup>TH</sup> April 2008			
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION</b>				
<b>RISK MANAGEMENT IMPLICATIONS</b>	In the absence of an approved strategy the Authority is unable to consider the interim contract procurement results or the authorities ability to meet its LATS obligations.			
<b>PRIOR CONSULTATION</b>				
<b>REPRESENTATIONS</b>	In writing to Neil Ferris or by email to <a href="mailto:neil.ferris@merseysidewda.gov.uk">neil.ferris@merseysidewda.gov.uk</a>			

**MERSEYSIDE WASTE DISPOSAL AUTHORITY**

**FORWARD PLAN**

<b>ITEM FOR CONSIDERATION</b>	Recycling Performance Recovery Programme			
<b>DECISION MAKER</b>	<b>FULL AUTHORITY</b>			
<b>KEY DECISION CRITERIA</b>	<b>Financial?</b>  X	<b>Community Impact?</b>  X	<b>Other - Please State:</b>	JMWMS Target Achievement
<b>REASON FOR MEETING KEY DECISION CRITERIA</b>	To approve a programme of actions for MWDA and districts to implement to achieve JMWMS targets.			
<b>SCRUTINY AREA</b>	<b><i>PROCUREMENT</i></b>			
<b>DATE/ PERIOD FOR DECISION</b>	9 <sup>TH</sup> July 2008			
<b>LIST OF BACKGROUND PAPERS FOR CONSIDERATION</b>	JMWMS DCAP'S SOWG proposals			
<b>RISK MANAGEMENT IMPLICATIONS</b>	Without an RPRP the coherent planning and achievement of JMWMS targets will not be realised.			
<b>PRIOR CONSULTATION</b>	SOWG			
<b>REPRESENTATIONS</b>	In writing to Neil Ferris or by email to <a href="mailto:neil.ferris@merseysidewda.gov.uk">neil.ferris@merseysidewda.gov.uk</a>			