

**SEVERN WASTE SERVICES
COMMINGLED MATERIALS RECOVERY FACILITY (CMRF)
COMMUNITY LIAISON GROUP**

TERMS OF REFERENCE

PURPOSE

1. The Community Liaison Group (“the group”) has been set up voluntarily by Severn Waste Services in response to a request made at the Worcestershire County Council Planning and Regulatory Committee meeting on 12 June 2007. It is a key part of the communications arrangements, which have been put into place in order to ensure two-way communications about the CMRF at Norton.

The group is advisory only and has no legal status nor executive powers to influence the development and operation of the CMRF beyond the scope/conditions of the planning permission.

The prime purpose of the group is to facilitate communication and the flow of information between Severn Waste Services and the local community in the following areas:

- a) Progress on the development of the CMRF
- b) Problems and concerns which may result from the operation of the CMRF
- c) Longer term community relations issues

MEMBERSHIP

2. The group membership will consist of nominated representatives as follows:

2 from Worcestershire County Council Waste Management Unit
2 from Severn Waste Services
2 from Norton-juxta-Kempsey Parish Council
1 from Stoulton Parish Council
1 from Whittington Parish Council
2 from Woodbury Park Residents Association
1 Local Member for the Worcestershire County Council Division for the CMRF
1 Local Member for the Wychavon District Council Ward for the CMRF should this be a different person than the County Council local member

It is expected that the group members will report back as appropriate through the organisation/elected bodies that they represent.

The group will be chaired by the local County Council member.
In his absence from any particular meeting, that meeting will be chaired by a representative of SWS.

Nominations may be altered from time to time by the nominating organisation, Nominees may themselves appoint a substitute to attend any particular meeting in his or her place.

The group or the Chairman may invite contributions from specialists e.g. Environment Agency, Highways etc, to address particular issues.

ADMINISTRATIVE SUPPORT

The group will be serviced by Worcestershire County Council Waste Management Unit, which will provide secretarial services, agendas and minutes of the meetings.

FREQUENCY OF MEETINGS

The group will meet at three monthly intervals or other periods as may be agreed by the group.

Minutes will be available for public scrutiny on both Severn Waste Services and Worcestershire County Council websites.

Version 1 July 2007