

Agenda Item 1d

LINCOLNSHIRE WASTE PARTNERSHIP

TERMS OF REFERENCE

1. The main roles of the Lincolnshire Waste Partnership shall be to:
 - i) oversee the implementation of the Lincolnshire Municipal Waste Management Strategy;
 - ii) undertake other project activity through the use of focused workshops and/or short life working groups in support of the delivery of integrated waste management within Lincolnshire;
 - iii) support through endorsement where appropriate the procurement activity of any individual authority;
 - iv) co-ordinate waste collection and waste disposal activities within Lincolnshire to maximise benefits to the residents of the County.

2. The Waste Partnership shall be comprised of one Member and one Officer from each Council outlined below, but each Local Authority shall have only one vote:-

Boston Borough Council
City of Lincoln Council
East Lindsey District Council
Lincolnshire County Council
North Kesteven District Council
South Holland District Council
South Kesteven District Council
West Lindsey District Council

3. A representative from the Environment Agency, shall be invited to attend Waste Partnership meetings as observers.

4. The quorum for the Lincolnshire Waste Partnership shall be five Elected Members.

5. Substitute Members from each Council are permitted.

6. A Chairman and Vice-Chairman shall be elected on an annual basis, rotated between the Lincolnshire County Council Member and a District Council Member. Where there is no opposition, the Chairman's and Vice-Chairman's terms of office may be extended so that they serve for a second continuous year.

7. The Vice-Chairman will succeed the Chairman in the forthcoming year.

8. The Waste Partnership shall operate within a framework of joint working, agreement and partnership. Each Local Authority represented on the Waste Partnership shall be represented by a person with executive authority to take decisions on behalf of his/her Local Authority in relation to matters to be considered by the Waste Partnership, with the exception of West Lindsey District Council who will be represented by the Chairman or nominated representative of the Prosperous Communities Committee. Decisions can be taken in accordance with the majority of votes cast but those decisions shall only be binding on all Local Authorities in the Waste Partnership where there has been a unanimous vote of those Local Authorities.
9. The Waste Partnership can set up working parties to look at and report back on particular issues. The working parties will, where appropriate, include individuals drawn from outside the Waste Partnership.
10. Lincolnshire County Council will provide secretariat support for the Waste Partnership.
11. The Waste Partnership shall meet on a quarterly basis with additional meetings being held as necessary. All meetings for the year ahead shall be diaried at the start of the Municipal Year.
12. The Annual General Meeting of the Lincolnshire Waste Partnership will be the first scheduled meeting after the AGM of Lincolnshire County Council. The Chairman and Vice-Chairman for the forthcoming year will be elected at this meeting.
13. The Waste Partnership will be supported by the Waste Officer Group which will meet not less frequently than four weeks before and four weeks after a meeting of the Waste Partnership, and these meetings will be diaried for the year ahead.
14. Provisions of the Local Government Access to Information Act 1985 shall be applied to meetings of the Waste Partnership and consequently, meetings of the Waste Partnerships shall be open to the public and press, except when matters relating to confidential and exempt information, as defined in the Act, are likely to be disclosed.

Amended July 2015.