

**WASTE AND ENVIRONMENT SUB-COMMITTEE**  
**TERMS OF REFERENCE**

1.0 **CONSTITUTION**

1.1 The Waste and Environment Sub-Committee shall comprise 5 Members from Community and Environment Committee, with the allocation of seats based on current proportionality as follows:

Conservative – 3 seats

Liberal Democrats – 1 seat

Independents – 1 seat

2.0 **OBJECTIVES**

2.1 To formulate policy, monitor and oversee operational matters relating to:

- Implementation of the DCLG "Supporting Weekly Collections" bid;
- Future procurement of waste, recycling and street cleansing services

2.2 To ensure compliance and effective use of resources, including overseeing procurement.

3.0 **TERMS OF REFERENCE**

The Waste and Environment Sub-Committee terms of reference shall be;

3.1 To monitor the implementation of the DCLG 'Supporting Weekly Collections' bid including:

- to approve policy in relation to the introduction of bin collections for dry recycling and green waste;
- to agree the communication strategy;
- to agree the timetable for implementation;
- to approve the procurement process for bins, vehicles and future provision of service.

3.2 To monitor performance and operational matters in relation to Waste, recycling and street cleansing services.

4.0 **DELEGATION OF COMMITTEE**

Subject to the provision of the Council's Constitution and Financial Procedure Rules, the Sub-committee has delegated authority to act on behalf of the Council in

the matters outlined above, unless budgetary issues are reserved to Finance and Governance Committee, or full Council or delegated to Officers.

**5.0 DELEGATION TO OFFICERS**

5.1 The Head of Environmental Services or Chief Executive are authorised to act on behalf of the Sub-Committee in relation to any matter within their respective remits of immediate urgency which must be dealt with before the next meeting of the Sub-Committee, provided:

- (a) the Chairman or Vice-Chairman of the Sub-Committee is consulted prior to delegated decisions being made;
- (b) Spokespersons of minority groups are notified immediately of any action taken under this delegated power;
- (c) action taken shall be as soon as practicable reported to the next Sub-Committee and
- (d) it excludes any decision which is by law expressly vested in the Council

5.2 There shall be delegated to the Head of Environmental Services or Chief Executive the exercise of any power or function of the Council in routine matters related to the implementation of agreed strategies and programmes, falling within established policies and procedures and within existing budgets for this Sub-Committee.

This delegation shall not be taken to include any matter reserved to Full Council.

5.3 There are further delegated to the officers indicated below the exercise of any power or function of the Council relating to the matters set out below:

Undertake any necessary procurement exercises and decision in accordance with the Contract Procedure Rules	Head of Environmental Services/ or Chief Executive
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