

ENVIRONMENTAL SCRUTINY PANEL	Agenda Item No.
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Report of the Executive Director – Strategic Resources

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MEMBERS WASTE AND RECYCLING TASK AND FINISH GROUP

1. PURPOSE

1.1 This report is submitted to Environment Scrutiny Panel to consider and agree to setting up a Task and Finish Group as detailed in the report in line with paragraph 7.7.1(b) of Part 3, Section 7 and paragraph 17 of Part 4, Section 8 (Setting up Task and Finish Groups) of the Council's constitution.

1.2 Under paragraph 8.1 of Part 4, Section 8 (Scrutiny Procedure Rules) of the constitution any Member may require that an item be placed on the agenda of a Scrutiny Panel. The Leader of the Council and Cabinet Member for Environment have both requested that this matter be placed before the Environment Scrutiny Panel.

1.3 This report is for Environment Scrutiny Panel to consider as part of its terms of reference set out in paragraph 4.5.10 of Part 3, Section 4 of the constitution which states that this Panel can "review any issues that the Panel considers appropriate or any matter referred to it by the Executive, Scrutiny Committee or Council and report back to the body which referred the matter".

2. RECOMMENDATIONS

That Environment Scrutiny Panel agrees:-

- 2.1 to setting up a Members Waste and Recycling Task and Finish Group that will provide advice, scrutiny and overview on the delivery of the Waste 2020 Strategy and other relevant waste/environmental management functions associated to the Waste Collection and Disposal Authority (WDA and WCA);
- 2.2 the names of the Members nominated by Environment Scrutiny Panel and where appropriate Group Leaders that are to be included on the Group;
- 2.3 that the Cabinet Member for Environment shall be permitted to attend that Group in an advisory/consultative capacity;
- 2.4 the purpose of the Group, the terms of reference and other details that are set out in Annex 1 of this report and the Working Arrangements for the Group as set out in paragraphs 5.11 to 5.17 of this report;
- 2.5 the regularity with which the Panel would wish the Group to report periodically to it noting that the Group has to report back when the whole of its work in relation to recommendation 1 is finished; and
- 2.6 to note that subject to the Environment Scrutiny Panel agreeing to the above recommendations that the Leader of the Council intends to take an executive decision to disband the current Members Waste and Recycling Party.

3. LINKS TO CORPORATE PLAN, SUSTAINABLE COMMUNITY STRATEGY AND LOCAL AREA AGREEMENT

3.1 To deliver a safer, cleaner and greener Peterborough by sharing best practice and innovative technologies for the benefit of the people of Peterborough.

4. BACKGROUND

4.1 On 21st January 2003 the former Leader of the Council decided –

(a) that a working party (Waste Recycling Working Party) would be formed of Members and Council officers with responsibility for Waste and Recycling (WDA and WCA) functions;

(b) the outline of the terms of reference would be –

- to investigate, consider and evaluate options for achieving the waste reduction and recycling targets laid down in legislation;
- to assist officers in preparing a report on waste collection options for consideration by the Cabinet Member for Environment, the Leader of the Council and Cabinet;
- to consider waste processing and treatment options and make recommendations on these options for consideration as in the preceding bullet point.

4.2 The key milestone for setting up the original Waste and Recycling Working Party was as a channel of advice and feedback to the Cabinet Member for Environment following a referral from All Party Policy in late 2002.

4.3 On 28th February 2007 Council considered the Waste 2020 item and resolved, amongst other things, to note that the Members Working Party would continue to be consulted by the Cabinet Member for Environment during the implementation of the integrated solution to waste management.

4.4 On 17th January 2008 the Leader of the Council made a decision to delegate certain matters to the Chief Executive in relation to the continued development Peterborough City Services (Implementation of the Waste 2020 Programme) and noted in his report that the Waste Programme Board (which has responsibility for overseeing the waste management strategy) would liaise with the Members Waste and Recycling Party to ensure cross party support for the future delivery of the strategy.

4.5 The Leader and Cabinet Member for Environment are both keen to continue to engage cross-party and to obtain support across all parties throughout the Waste 2020 Strategy and to ensure that robust and effective scrutiny continues to take place.

4.6 Having originally set up the Waste and Recycling Party as an advisory group in 2003, they would wish to re-position the Group under the Scrutiny area as it would be more appropriate for it be placed there. This is the reason for the request to Environment Scrutiny Panel that the Waste and Recycling Party be set up under the Scrutiny banner because it would recognise the advisory, scrutiny and overview nature of the Group in relation to a wider remit.

4.7 If the Environment Scrutiny Panel agrees to setting up this new Members Group then the Leader of the Council will formally disband the Waste and Recycling Working Party that was set up in 2003 (by an executive decision following the meeting of this Scrutiny Panel).

5. KEY ISSUES

5.1 Establishing a new Members Working Group (Aims and Objectives)

5.2 For the reasons stated under paragraph 4 above, the Environment Scrutiny Panel is being requested to consider and agree to setting up a Task and Finish Group which it is suggested be called the Members Waste and Recycling Task and Finish Working Group.

5.3 It is intended that this new Group –

- plays an integral role in the monitoring, scrutinising and over-viewing the delivery of the Council's Waste 2020 Strategy as agreed by Council on 28th February 2007 and subsequent decision of the Leader on 17th January 2008;
- investigates, considers and evaluations further options for achieving the waste reduction and recycling targets set by legislation;
- assists officers in preparing reports on waste collection and service delivery options for different materials for consideration by the Cabinet Member for Environment, the Leader of the Council and Cabinet;
- considers waste minimisation campaigns and promotions that will reduce waste arisings and maximise waste recycling and recovery and make recommendations on these options for considerations as detailed above; and
- is consulted by the Cabinet Member for Environment and the Waste Programme Board (Waste 2020 Steering Group) during the implementation of the integrated solution for waste management (Waste 2020 Programme).

5.4 As Members of Environment Scrutiny Panel will be aware under paragraph 7.7.1(b) of Part 3, Section 7 and paragraph 17 of Part 4, Section 8 of the constitution, this Panel can choose to set up a Task and Finish Group to consider any matter within the Panel's terms of reference. Such a Group has to keep the Environment Scrutiny Panel informed on the review and/or development being undertaken and produce a report to the Panel at the end of the review. At the end of its purpose, the Environment Scrutiny Panel will disband it once it has considered the Group's final report.

5.5 Such a Group can normally, however, only be established where the matter cannot be undertaken by a relevant Scrutiny Panel. It will be for Environment Scrutiny Panel to consider whether the work of any such proposed Group can be achieved by the Panel as a whole. It is suggested that because of the amount of work involved in the Waste 2020 Strategy and the detailed and specialist nature of that work (which will involve training up Members in the relevant concepts of waste management) it would be more appropriate to have a Task and Finish Group in the form recommended in this report.

5.6 Membership of the Group

5.7 Any decision by Environment Scrutiny Panel must agree the membership of the Task and Finish Group. Each Task and Finish Group can itself co-opt no more than two non-elected members to serve on the Group.

5.8 Terms of Reference

5.9 Under paragraph 7.7.1 of Part 3, Section 7 and paragraph 17 of Part 4, Section 8 of the constitution, when setting up a Task and Finish Group a Scrutiny Panel will need to set out the terms of reference for, and purpose of, the Group.

5.10 The suggested terms of reference for, and the purpose of, the new Group are set out in Annex 1 to this report for Environment Scrutiny Panel's consideration.

5.11 Working Arrangements of the new Group

5.12 Arrangements for Task and Finish Groups tend to be informal. However, it is suggested that because of the high profile and high interest nature of the Waste 2020 Strategy the following arrangements apply –

5.13 Agenda Management

5.14 For practical purposes, all requests for agenda items will be directed to the Head of Integrated Waste Strategy who will liaise with the relevant group representative to agree the quarter's agenda plan. Requests should be submitted at least 14 days before the meeting.

5.15 Membership and Quorum

5.16 The membership of the Group is based on at least a representative of each of the recognised political groups to ensure that cross party involvement and support continues with the Cabinet Member attending in a consultative and/or advisory capacity. The Group to be chaired by the Head of Integrated Waste Strategy as the most senior waste professional in the Council and the leader for delivery of the Waste 2020 Strategy.

5.17 At least a minimum of three elected Members should normally be present for all meetings. On rare occasions that less than three elected Members are able to attend, it would be up to the Chair to determine whether the meeting should go ahead or be re-scheduled.

6. IMPLICATIONS

6.1 It is considered that it would be more appropriate to set up a new Group under the Scrutiny banner as explained in this report. If this does not occur then the old Group set up in 2003 could continue as an advisory group but as it is some time since it was established it is appropriate that its status, purpose, terms of reference be reviewed. If the old Group continues as an advisory Group this could lead to duplication of effort with any Group set up to scrutinise the same matters.

6.2 A new and Group approach under the Scrutiny banner enables a co-ordinated effort from Members.

7. CONSULTATION

7.1 There has been cross party discussion with the Members of the current Waste and Recycling Party, the Leader of the Council and Cabinet Member for Environment.

7.2 Legal Services has been consulted and is one of the authors to this report.

8. EXPECTED OUTCOMES

8.2 The expected outcomes are set out in the recommendations contained in this report and as outlined in paragraphs 6.1 and 6.2 of the report.

9. NEXT STEPS

9.1 Following Environment Scrutiny Panel's agreement to the recommendations contained in this report, arrangements will be put in hand (i) by the Leader of the Council for an executive decision to be made to disband the existing Group and (ii) by the Head of Integrated Waste Strategy for meetings of the new Group to commence.

10. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

10.1 Executive decision by the Leader of the Council on 21st January 2003 – formation of Waste and Recycling Working Party

10.2 Resolution by Council on 28th February 2007 – doing nothing is not an option (Waste 2020 Strategy)

10.3 Executive decision by the Leader of the Council on 17th January 2008 – continued development Peterborough City Services (implementation of Waste 2020 Programme)

11. APPENDICES

11.1 Annex 1 of this report – Terms of Reference

ANNEX 1

MEMBERS WASTE AND RECYCLING TASK AND FINISH GROUP PURPOSE AND TERMS OF REFERENCE:

Purpose of the Group:

The Group will provide a channel of advice and feedback to the Environment Scrutiny Panel.

In undertaking this, the Group will:-

1. play an integral role in the monitoring of the delivery of the Council's Waste 2020 Strategy as resolved by Council on 28th February 2007 actioned by the Leader's decision made on 17th January 2008 and other relevant waste/environmental management functions associated with the Waste Collection and Disposal Authority (WCA and WDA);
2. investigate, consider and evaluate further options for achieving the waste reduction and recycling targets set by legislation;
3. assist officers in preparing reports on waste collection and service delivery options for different materials for consideration by the Cabinet Member for Environment, the Leader of the Council and Cabinet;
4. consider waste minimisation campaigns and promotions that will reduce waste arisings and maximise waste recycling and recovery and make recommendations on these options for consideration as detailed in 2 above; and
5. be consulted by the Cabinet Member for Environment and the Waste Programme Board (Waste 2020 Steering Group) during the implementation of the integrated solution for waste management (Waste 2020 Programme).

Authority

The Group will work in an advisory/scrutiny/over-viewing capacity and make recommendations to the Environment Scrutiny Panel who in turn will make recommendations to the relevant Cabinet Member(s), the Leader of the Council and/or Cabinet.

In particular, the Group has –

- no decision-making powers; or
- no policy making powers.

Membership

The Group is made up of at least one representative from each of the recognised political groups with the Cabinet Member for Environment attending in an advisory/consultative capacity.

The Group will normally have a quorum of three elected Members. However, if less than three are able to attend, the Head of Integrated Waste Strategy will have discretion to determine whether the meeting goes ahead or is re-scheduled.

Chairman

The Group will be chaired by the Head of Integrated Waste Strategy.

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