



EnviRecover Community Liaison Group

Terms of Reference

Purpose

The objective of the Group is to encourage discussion between interested parties of issues relating to the construction of EnviRecover EfW at Hartlebury Trading Estate.

The Community Liaison Group (CLG) does not have any enforcement or decision-making role. The Group will be able to raise relevant issues with Mercia Waste Management and Worcestershire County Council, and will be kept informed about construction progress by Mercia Waste Management.

The CLG will continue for as long as:

1. The community wants and needs it
2. There are matters to be discussed

Membership

Membership of the committee will be a two tier system of permanent participants (List A) and invited members (List B).

Permanent members:

Community Representation

Hartlebury Parish Council – Peter Holden (Chair of CLG and HPC) and Louise Brooks (Councillor)

Elmley Lovett Parish Council - Susanna Taylor (Clerk) and James Homer (Chair)

Ombersley and Doverdale Parish Council – Lauren Moyes (Chair) and John Jordan (Clerk)

Local Authority Representation

Worcestershire County Council local member – Maurice Broomfield

Wychavon District Council local member – Nigel Dowty

Worcestershire County Council Waste Services client officer – Richard Woodward

Wychavon District Council officer representation – Phil Merrick

Worcestershire County Council Planning Authority – Mark Bishop or Steve Aldridge

Mercia/Severn Representation

OggaDoon PR - Caroline MacDonald

Marketing Director Severn Waste Services - Ian Barber

Project Manager Severn Waste Services – Javier Nicolas

Envirecover EPC contractor representative - Andrew Bendall

Others

Environment Agency – Sarah Dennis

Worcestershire Regulatory Services – Richard Williams

Hartlebury Trading Estate – Robert Brasher

Invited members:

- Worcestershire County Council Highways Authority
- County Ecologist
- Mercia planning and technical advisers

When necessary and appropriate, members of the Group will be able to send a substitute to meetings if they cannot attend in person. If a member of the Group fails to attend two consecutive meetings (without sending a substitute or apologies) their place may be offered to another suitable person.

Organisation

The venue for meetings will on-site at EnviRecover at Hartlebury Trading Estate. The Chairperson will be decided at the first CLG meeting. Should the incumbent Chairperson decide to step down, the community representatives will be given the opportunity to provide a subsequent Chairperson. If no-one is forthcoming, then OggaDoon will undertake chairing of the CLG.

Notes and actions will be recorded and distributed by Mercia Waste Management. Meetings will be held as every two months until February 2015 when frequency will be reviewed.

An agenda will be prepared for each meeting and agreed with the Chairperson. It would be helpful if all points to be raised at a meeting could be submitted in writing to the Chairperson 14 days before the meeting (at the discretion of the Chairperson), to allow time for all parties to prepare.

Notes of meetings of the Group will be produced by Mercia Waste Management and published on the company's website once they have been approved by the Group.